CITY OF LAS VEGAS
DEPARTMENT OF PLANNING
BUSINESS LICENSING DIVISION
333 N. Rancho Dr., 6th Floor
Las Vegas, NV 89106

Fax (702) 382-6642
TDD (702) 386-9108
E-mail us at license@lasvegasnevada.gov

Print Form

CHECKLIST/INSTRUCTIONS - EROTIC DANCE ESTABLISHMENT

DEFINITIONS:

LVMC 6.35.030:

Dancer - a person who dances, models, personally solicits drinks or otherwise performs for an erotic dance establishment and who seeks to arouse or excite the patrons' sexual desires.

Erotic Dance Establishment - a fixed place of business which emphasizes and seeks, through one or more dancers, to arouse or excite the patrons' sexual desires. These establishments are deemed to be places of public accommodation.

National American Industry Classification System (NAICS Code): 713990

REQUIRED DOCUMENTS:

- ☐ Las Vegas Business License Application (Form #BL001)
- ☐ Temporary License Request - Optional - (Form #PL200)
- ☐ Responsible Party Acknowledgement Notice (Form #PL233)
- ☐ Supplemental Application for Erotic Dance Establishments (Form #PL121)

Corporations:

- ☐ Most recent Financial Statements
- ☐ List of stockholders holding more than 10% and/or involved in the day-to-day operation
- ☐ List of officers and directors as filed with the Secretary of State
- ☐ Most recent Annual Report (publicly traded); or
- ☐ Most recent Form 10-K filed with SEC (publicly traded)
- ☐ Articles of Incorporation
- ☐ Organizational chart of related companies (if applicable)

NOTE: If the ownership structure of the entity applying for the license is made up of other entities (i.e., the member of an LLC is a corporation and another LLC), you are required to supply documents for both LLCs and the corporation as outlined under the entity type.

Trusts:

- ☐ Complete Trust Agreement and Amendments
- ☐ List of all Trustees
- ☐ Organizational chart of related companies (if applicable)

Limited Liability Companies (LLC):

- ☐ Articles of Organization
- ☐ Operating Agreement
- ☐ List of members and contributions if not included in Operating Agreement
- ☐ Organizational chart of related companies (if applicable)

Partnerships:

- ☐ Partnership Agreement
- ☐ List of Partners if not in the Agreement
- ☐ Organizational chart of related companies (if applicable)

Limited Partnerships:

- ☐ Partnership Agreement
- ☐ List of Partners and contributions
- ☐ Organizational chart of related companies (if applicable)

Suitability package for each "Principal" as defined by LVMC 6.02.010 (Must be completely filled out and typed or printed in INK or application will not be accepted):

- ☐ Supplemental Personal Information (for all Principals applying) (Form #PL122)
- ☐ LVMPD Authorization to Release Information
- ☐ U.S. Military Discharge Form DD2214 or equivalent if served in another country, if applicable
- ☐ One (1) current photo of head and shoulders, passport size-approximately 2" x 2" **(Must be less than 6 months old)**
- ☐ Driver's License or State-issued Identification Card

If born **IN** the United States or abroad to U.S. citizens, provide one of the following:

- ☐ Certified copy of Birth Certificate
- ☐ Copy of Certification of Birth Abroad

If born **OUTSIDE** the United States or abroad to U.S. citizens, provide one of the following:

- ☐ Naturalization Certification
- ☐ Copy of Permanent Resident Card
- ☐ Employment Authorization Card

OTHER DOCUMENTS:

- ☐ Location Lease Agreement or proof of property ownership
- ☐ Filed stamped copy of Certificate of Business Fictitious Firm Name
- ☐ Nevada State Business Registration or Notice of Business Exemption (copy of license or proof of application)
- ☐ Nevada State Sales/Use Tax Permit (copy of permit or proof of application)
- ☐ Work Card

FEES: (All fees are non-refundable)

CLV Business Licensing Fees:

- ☐ Initial Processing Fee: $100.00
- ☐ Annual License Fee: $400.00
- ☐ Waiver Request Fee (if applicable): $100.00 per person

LVMPD Suitability Fees:

- ☐ $150.00 per person being investigated

Notary Fees:

- ☐ If your items need to be notarized, a license technician can assist you with this during your appointment for an additional $5.00 per signature.

OTHER REQUIREMENTS:

- ☐ **Special Use Permit** (SUP) may be required.

*** IMPORTANT ***

Applications are taken by appointment only, Monday through Thursday.
Call **(702) 229-1840** for appointment.
If you are more than 15 minutes late, your appointment will be cancelled.
Incomplete applications will not be accepted and your appointment will be cancelled.
You will need to call back to reschedule.

Return this Checklist with the original application packet PLUS a copy of the original application packet in the following order:

- Ownership/Officer/Corporate Information Form
- Legal Representation Letter, if applicable
- City of Las Vegas Business License Application
- Request for Temporary License
- Personal History Questionnaire
- Authorization to Release Information
- Birth Certificate, Driver's License, Passport, DD214, Certificate of Naturalization, Permanent Resident Card, Employment Authorization Card
- One (1) current photo of head and shoulders, passport size - approximately 2" x 2" (must be less than 30 days old)
- Work Card, Health Card, Alcohol Awareness Card, if applicable
- Work Card - Fingerprint Application
- Personal Bank Statements, if applicable
- Personal Tax Returns, if applicable
- Alcohol Owner/Management Acknowledgement Notice
- Responsible Party Acknowledgement Notice
- Entertainment Verification Form
- Any license specific Acknowledgements or Addendums (Medical Marijuana, Smoke Shops-Drug Paraphernalia Addendum, etc.)
- Waiver Request(s)
- Privilege License Financial Questionnaire, if applicable
- Business Bank Statements
- Business Tax Returns
- Group together documents as listed on your Checklist/Instructions for Corporations; Trusts; LLC's; Partnerships; Limited Partnerships
- Secretary of State documents; Nevada State Business Registration; Business Fictitious Firm Name; Nevada Sales/Use Tax Permit (proof of application)
- Lease Agreement or proof of property ownership
- Purchase/Sale Agreement
- Transfer of Business License
- Floor Plan
- Participation Agreement (Gaming)
- Special Use Permit
- Employee Listing

If we make any copies, you will be charged $1.00 per page.
Notary services are also offered in our office for a fee.