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

Fax (702) 382-6642
TTY 7-1-1
E-mail us at license@lasvegasnevada.gov

Print Form

Temporary License Request

Name of Business: _____

Location of Business: _____

Type of License: _____ Expected Date of Opening: _____

NOTE: If you are approved for your request, it can take up to 30 days from the date we receive a completed application to receive your temporary license.

I have not been living in the Las Vegas area for more than 2 years, so I've attached an **original** letter regarding criminal history from my previous local police agency. Initial: _____

I have submitted payment of $500 for a privilege license **OR** $250.00 for a regulated license for consideration of the Temporary License and understand that this fee is **non-refundable**. Initial: _____

Dear Business Licensing Manager,

I have submitted a completed application packet. I am writing to request a temporary license for my business to operate. I have listed the reason(s) below as to why I am requesting this temporary license:

_____

_____

_____

Thank you for your consideration.

Sincerely,

_____ _____ _____

Signature of Applicant Date Print Name

*****Note: Applicants with criminal records may not qualify for a temporary license*****

READ and INITIAL below:

IF A CITY BASED BUSINESS:

_____ I have applied with the City of Las Vegas Planning Department for a Special Use Permit, variance or other applicable permits.
Expected Date of Approval(s): _____

_____ I understand that once a completed application and any non-refundable fees are submitted and accepted, approval of a Temporary License is at the discretion of the Business Licensing Division manager or supervisor.

IF APPLICABLE:

_____ I understand that a temporary license to operate my business will not be considered until any **Land Use, Fire, Health** and/or **Building** permits have been approved. I have submitted proof of these finalized permits in my packet.