



**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](mailto:license@lasvegasnevada.gov)**

## Transfer of Business License

License Number: \_\_\_\_\_ Type: \_\_\_\_\_

We, \_\_\_\_\_, and \_\_\_\_\_  
(Name of Seller) (Name of Buyer)

do hereby authorize and request the City of Las Vegas, Nevada, Planning Department, Business Licensing Division, transfer the above referenced business license to \_\_\_\_\_, upon approval of such transfer by the Las Vegas City Council.  
(Name of Buyer)

We acknowledge that the City of Las Vegas is not a party to any agreements between the Seller and Buyer resulting in this transfer request and that in the event it is claimed by either party or both parties that the terms of their agreement have been breached, the City **will not** transfer the above business license back to \_\_\_\_\_, unless the parties mutually agree to such transfer in a written document satisfactory in form to the City or the City has been ordered to make such transfer by a court of competent jurisdictions.  
(Name of Seller)

We acknowledge that all City business license fees are the responsibility of the Seller until such time as this transfer request is approved by the Las Vegas City Council, at which time the payment of the business license fees shall become the responsibility of the Buyer. Nonpayment of business license fees pursuant to LVMC 6.50.370 by the responsible party herein shall result in automatic revocation of the business license.

**Semi-annual fee - When due:**

(A) Each semi-annual fee is due in advance on April 1st and October 1st in each year except that the applicant for a new alcoholic beverage license who starts business between April 1st and October 1st or between October 1st and April 1st shall have its semi-annual fees prorated on a monthly basis.

(B) Any semi-annual fee which is not received by Business Licensing on or before the due date shall be assessed a late payment penalty in an amount equal to 10% of the amount of such semi-annual fee. If the semi-annual fee and penalty is not received by Business Licensing within 15 days after the due date, an additional penalty in an amount equal to 25% of such semi-annual fee shall be assessed.

**If the semi-annual fee and all penalties are not received by Business Licensing within 60 days after the due date, the license shall be automatically suspended.**

_____ Signature of Seller	_____ Printed Name of Seller	_____ Date
_____ Signature of Buyer	_____ Printed Name of Buyer	_____ Date

SUBSCRIBED AND SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Notary Public Clark County, State of Nevada