

**NAC 625.425 Registration of firm: Application; requirements; renewal; fees. ([NRS 625.140](#), [625.177](#), [625.179](#))**

1. A firm must:
  - (a) File an application for registration with the Board on a form provided by the Board; and
  - (b) Pay a fee of \$50,  
↳ before engaging in or offering to engage in the practice of professional engineering or the practice of land surveying in this State.
2. A firm shall not engage in the practice of professional engineering or the practice of land surveying unless a professional engineer or professional land surveyor, as applicable, is in responsible charge of the work provided by the firm. The licensee designated pursuant to this subsection to be in responsible charge of the work provided by the firm is not required to be a principal of the firm.
3. Each application required pursuant to subsection 1 must include:
  - (a) The name of the firm;
  - (b) A list of the principals of the firm;
  - (c) The address of the firm;
  - (d) The state business license number of the firm assigned by the Secretary of State upon compliance with the provisions of chapter 76 of NRS;
  - (e) The license number of the licensee who is in responsible charge of the work provided by the firm in each discipline of engineering and in land surveying; and
  - (f) A description of the services that are offered by the firm.
4. A firm shall notify the Board, in writing, within 30 days after any change in:
  - (a) The name of the firm;
  - (b) A principal of the firm;
  - (c) The address of the firm;
  - (d) The licensee who is in responsible charge of the work provided by the firm; or
  - (e) The services that are offered by the firm.
5. Each year within 30 days after the anniversary date of a firm's registration with the Board, the firm must file an application for renewal of its registration, accompanied by a fee of \$50.