



Mechanical Compliance Section

• 4600 Kietzke Ln, Suite F-151, Reno, NV 89502 • Phone: (775) 688-3750 • Email: mcs.reno@business.nv.gov

• 3360 W. Sahara Ave., Suite 170, Las Vegas, NV 89102 • Phone: (702) 486-9054 • Email: mcs.LV@business.nv.gov

CHANGE FORM

For any of the following:

BUSINESS LOCATION NAME, NEW OWNER, POINT of CONTACT for CONVEYANCE/BOILER EQUIPMENT, INVOICE BILLING ADDRESS, and OPERATING PERMIT MAILING ADDRESS.

BUSINESS LOCATION NAME				
Current Location Name:				
Address:				
Previous Location Name (if applicable):				
NEW OWNER				
Name(s):				
Mailing Address:				
NEW POINT of CONTACT (Head of Engineering/Property Manager)				
Name:		Title:		
Office Phone:		Cell Phone:		
Mailing Address:				
Email:				
INVOICE/BILLING				
Attention to:				
Address for Invoices:				
OPERATING PERMITS (Permits required to be kept on site at the location address)				
Contact Person:		Phone:		
Mailing Address:				
Email:				
STATE/OBJECT #'s (Large locations need not include every object number – this information is used to help us identify/confirm your location)				
THIS FORM IS BEING SUBMITTED BY				
Name:		Phone:		

Contact for Northern Nevada

Contact for Southern Nevada

E-mail form to:

mcs.reno@business.nv.gov

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Reno, Nevada 89502

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