



Mechanical Compliance Section

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

● 3360 W. Sahara Ave., Suite 170, Las Vegas, NV 89102 ● Phone: (702) 486-9054 ● Email: mcs.LV@dir.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 Address:				
INVOICE/BILLING				
Attention to:				
Mailing address for Invoices:				
Email address for Invoices:				
OPERATING PERMITS (Permits required to be kept on site at the location address)				
Contact Person:	Phone:			
Mailing Address:				
Email Address:				
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@dir.nv.gov
4600 Kietzke Lane #F-151
Reno, Nevada 89502
Office: (775) 688-3750

E-mail form to:
mcs.LV@dir.nv.gov
3360 West Sahara Ave #170
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