



How to obtain a Business License

When do you need a Clark County business license?

1. The business location address is in the unincorporated area of Clark County.
2. The business is mobile and you will be doing business in the unincorporated area of Clark County. However, you must first obtain the license from the jurisdiction in which your location address exists.

Please verify that your business location is in the correct jurisdiction by going to the following website and entering in your business address. Visit the Business License Department website at: <http://www.clarkcountynv.gov/departments/businesslicense/checklistcategory2.asp>

The Licensing Process

First, after determining what category your business fits into, you can obtain your list of requirements, created for each available license category. Requirements, such as compliance with Zoning, Building, Health, etc., are needed for obtaining the license. This list is available on the website: <http://sandgate.co.clark.nv.us/businessLicense/usinesslicense/checklistCategory2.asp>

Second, an application Packet, consisting of: a license checklist, a Nevada Business Registration form, a Clark County Business License Supplement, and a Clark County Fire Permit Survey may be filled out and returned to the Business License Department.

If the applicant is using a business name other than their own name they must file a Fictitious Firm Name (DBA-“doing business as”). This form may be filed with the County Clerk’s Office, located on the 1st floor of the Government Center. If the business is a corporation or LLC, it must be registered as a legal entity with the Secretary of State. In addition, all businesses must register for a Business License with the State of Nevada Secretary of State, located at 555 E. Washington (702) 486-2880.

Finally, all items must be returned to the department of business license for processing. License fees are based on the particular type of business and fees may be prorated. The Department accepts cash, checks made payable to Clark County Department of Business License, cashiers check or money orders.

Some license categories require inspections and/or investigations from the following departments:

Fire: Clark County Fire Department, Plans check (702) 455-7100

Building- Clark County Building Department (702) 455-8040

Air Quality- Department of Air Quality and Environmental Protection (702) 455-5942

Southern Nevada Health District- (702) 759-1000

Department of Business License Contacts-

Administration Inquiries, (702) 455-4252

Complaint Information (702) 455-4171

Liquor and Gaming (702) 455-4125

Payment Inquiries (702) 455-3557

Audit Inquiries (702) 455-6121

Collection Inquiries (702) 455-5316

General, Industrial, & Regulated Licensing

(702) 455-0174

A license may be issued once all inspections/investigations are approved. It may take up to 45 working days (excluding holidays and weekends) to approve a general license. Privileged and Regulated licenses may take longer. After all approvals have been obtained, the business license will be mailed to the business address listed on the application. The license should be received within 7-10 days of approval.