

**CLARK COUNTY  
DEPARTMENT OF BUSINESS LICENSE**

**FRANCHISE SERVICES COMPLAINT INFORMATION**

**PLEASE READ PRIOR TO SUBMITTING A COMPLAINT TO THE DEPARTMENT**

The Franchise Services Division of the Department of Business License is responsible for administration of all franchises with public utility or ROW use, or involving, specifically, telecommunications, electric, gas, cable TV, ambulance, monorail, and solid waste services providers operating in the unincorporated areas of Clark County. Franchise Services monitors franchise compliance with ordinance and contract terms and mediates unresolved issues between the consumer and the franchisee (within the scope of authority).

Franchise Services **Does Not** Include:

- “franchises” for restaurants, retail or other national operations, for which questions should be directed to the Business License Department.
- connection/disconnection, change of services, waiving fees or making adjustments to accounts for any of the Franchisees. You will need to contact the Franchisee directly.

However, after contacting the Franchisee regarding your request or complaint, and you are unable to resolve the issue, you may contact Franchise Services at [franchisecomplaints@co.clark.nv.us](mailto:franchisecomplaints@co.clark.nv.us) for assistance or complete the Franchise Services Complaint Form ([link](#)) and submit as outlined on the form.

Franchise Services also assists in resolving consumer complaints by working jointly with the Cities of Las Vegas, Henderson, Boulder City and North Las Vegas on franchise issues involving Cox Communications. If your unresolved issue is regarding Cox Communications within these jurisdictions, you may leave a message on the Clark County Consumer Information Line (702) 455-8888 and your call will be returned. Office hours are Monday through Friday, 8 a.m. to 4 p.m.

If your complaint is in regards to a franchisee, other than cable, located in any of the **incorporated cities within Clark County**, you may reach their franchising departments through the links listed below:

**City of Boulder City**  
City Clerk  
401 California Street  
Boulder City, NV 89005  
(702) 293-9208

[cityclerk@bcnv.org](mailto:cityclerk@bcnv.org)

**City of Henderson**  
City Attorney's Office  
240 Water Street  
Henderson, NV 89015  
(702) 267-1200

<https://clients.comcate.com/newrequest.php?id=90&dept=890>

**City of Las Vegas**  
Gina Bishop  
Department of Planning  
Business Licensing Division  
333 N. Rancho Drive, 6<sup>th</sup> Floor  
Las Vegas, NV 89106  
Phone: (702) 229-1206  
Fax: (702) 382-6642

[gbishop@lasvegasnevada.gov](mailto:gbishop@lasvegasnevada.gov)

**City of North Las Vegas**  
Sandy Kasumovic  
City of North Las Vegas  
2250 Las Vegas Blvd., N., Ste 700  
North Las Vegas, NV 89030 (702)  
(702) 633-1170

[kasumovics@cityofnorthlasvegas.com](mailto:kasumovics@cityofnorthlasvegas.com)

See <http://www.accessclarkcounty.com> for a listing of all Clark County Department websites.



**Department of Business License**

**JACQUELINE R. HOLLOWAY**

**DIRECTOR**

500 S Grand Central Parkway

PO Box 551810

Las Vegas, NV 89155-1810

Fax: (702) 386-2168

**FRANCHISE COMPLAINT FORM**

**COMPLAINANT INFORMATION**

To assist our office in processing your complaint, please complete this form in as much detail as possible and mail, deliver or fax the completed form to the above address, **ATTN: FRANCHISE SERVICES.**

**PLEASE BE SURE TO:**

1. Type or print the form legibly in black ink.
2. Fill out a separate form for each complaint.
3. Mail or deliver the completed form to the above address, **ATTN: Franchise Services,** and
4. Attach copies of any relevant documents that may assist our department in the investigation of your complaint.

**The Department considers all complaint information confidential. However in order to effectively complete our investigation and contact you regarding your complaint, please provide sufficient contact information.**

**First and Last Name:**

**Address Affected (including City, State, Zip Code):**

**Mailing Address (including City, State, Zip Code):**

**Home phone number:**

**Cell phone number:**

**Other number:**

**Email:**

**YOUR COMPLAINT IS AGAINST**

**Business/Franchisee Name:**

**Has individual contacted the Franchisee/Licensee about this problem?**

**Your Complaint is Regarding (please check as applicable):**

Rates	Billing:	Technical Quality:	Programming:	Service Response:	Missed Pickup:	Recycling:	Customer Service:	Other: Describe

**YOUR COMPLAINT IS ABOUT**

**Describe:** Enter information regarding your complaint, be sure to include all of the relevant facts, including the "what, when, where and how." List each event in the order in which it occurred, include the date of occurrence. Indicate any actions that you have taken to resolve the issue. **Attach additional sheets if necessary.**

**Date:**

**Printed name:**

**Written signature:**