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*Secretary of State*

STATE OF NEVADA

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**SCOTT F. GILLES**  
*Deputy Secretary for Elections*

**ROBERT E. WALSH**  
*Deputy Secretary for  
Southern Nevada*

OFFICE OF THE  
SECRETARY OF STATE

**RYAN M. HIGH**  
*Deputy Secretary  
for Operations*

**NOTICE OF INTENT TO ACT UPON A REGULATION & HEARING AGENDA**

**Notice of Hearing for the Adoption of Regulations**

**The Office of the Secretary of State**

The Secretary of State, 101 North Carson Street, Suite 3, Carson City, Nevada 89701; (775) 684-5708, will hold a public hearing at **8:30 a.m., on Thursday, March 6, 2014**, at the Legislative Building, 401 South Carson Street, Room 2134, Carson City, Nevada, with teleconferencing to Room 4412 of the Grant Sawyer Building, 555 East Washington Avenue, Suite 4400, Las Vegas, Nevada. The purpose of the hearing is to receive comments from all interested persons regarding the adoption of regulations that pertain to Chapter 240A of the Nevada Administrative Code.

The following information is provided pursuant to the requirements of NRS 233B.0603:

1. The purpose of the proposed regulations is to codify standards and procedures governing the application for registration of persons who operate a document preparation services business and compliance and enforcement of statutory provisions related to the conduct of document preparation services.
2. These proposed regulations pertain to the following subjects:
  - **R136-13: Adopting provisions specifying the requirements for filing a registration, amendment or renewal as a document preparation service pursuant to NRS 240A.100; adopting certain requirements for advertisement of services; and procedures related to the filing of a complaint against a document preparation service. (For Possible Action)**
3. These proposed regulations have no adverse, beneficial, immediate or long-term economic effects on business.
4. Enforcement of these proposed regulations poses no significant cost to the Secretary of State's office.
5. There are no regulations of other federal, state or local governmental agencies which the proposed regulations overlap or duplicate.
6. The proposed regulations are not required pursuant to federal law.
7. The proposed regulations do not include provisions which are more stringent than a federal regulation that regulates the same activity.
8. The proposed regulations do not establish a new fee or increase any existing fee.

**NEVADA STATE CAPITOL**  
101 N. Carson Street, SUITE 3  
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**COMMERCIAL RECORDINGS  
MEYER'S ANNEX OFFICE**  
202 N. Carson Street  
Carson City, Nevada 89701-4201  
Telephone: (775) 684-5708  
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**LAS VEGAS OFFICE**  
555 E. Washington Avenue  
Las Vegas, Nevada 89101-1090  
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**RENO OFFICE**  
500 Damonte Ranch Parkway, SUITE 657A  
Reno, Nevada 89521  
Telephone: (775) 687-9950  
Fax: (775) 853-7961

Notice of Intent to Act Upon a Regulation – Secretary of State, Document Preparation Services Division

Persons wishing to comment upon the proposed action of the Secretary of State's office may appear at the scheduled Public Hearing or may address their comments, data, views or arguments, in written form to the Secretary of State's office at the following: Document Preparation Service Division, Attn: Anne Della Rosa, 101 North Carson Street, Suite 3, Carson City, Nevada 89701. Written submissions must be received by the Secretary of State on or before **close of business of 5:00pm on Friday, February 28, 2014**. If no person who is directly affected by the proposed action appears to request time to make an oral presentation, the Secretary of State may proceed immediately to act upon any written submissions.

A copy of this notice and the regulations to be adopted, amended and repealed will be on file at the State Library, 100 Stewart Street, Carson City, Nevada, for inspection by members of the public during business hours. Additional copies of the notice and the regulations to be adopted, amended, and repealed will be available at the Secretary of State's office at 101 North Carson Street, Suite 3, Carson City, Nevada, the Secretary of State's Reno office at 500 Damonte Ranch Pkwy, Suite 657-A, Reno, Nevada, and the Secretary of State's Las Vegas office at 555 East Washington Avenue, Las Vegas, Nevada, and in all counties in which an office of the agency is not maintained, at the main public library, for inspection and copying by members of the public during business hours. This notice and the text of the proposed regulation are also available in the State of Nevada Register of Administrative Regulations, which is prepared and published monthly by the Legislative Counsel Bureau pursuant to NRS 233B.0653 and on the Internet at <http://www.leg.state.nv.us/>. Pursuant to NRS 241.020, this notice has been provided to the Director of the Legislative Counsel Bureau and will be posted on the Internet website maintained by the Legislative Counsel Bureau <http://www.leg.state.nv.us/App/Notice/A/>. Copies of this notice and the proposed regulation will also be mailed to members of the public upon request. A reasonable fee may be charged for copies if it is deemed necessary.

Upon adoption of any regulation, the agency, if requested to do so by an interested person, either before adoption or within thirty (30) days thereafter, will issue a concise statement of the principal reasons for and against its adoption or incorporate therein its reason for overruling the consideration urged against its adoption.

**Adoption Hearing Agenda  
March 6, 2014**

- 1. Call to Order**
- 2. Public Comment**
- 3. Discussion and Adoption of Proposed Regulations**
  - **R136-13: Adopting provisions specifying the requirements for filing a registration, amendment or renewal as a document preparation service pursuant to NRS 240A.100; adopting certain requirements for advertisement of services; and procedures related to the filing of a complaint against a document preparation service. (For Possible Action)**
- 4. Public Comment**
- 5. Adjournment (For Possible Action)**

A copy of all materials relating to the proposed regulations may be obtained at the workshop or by contacting Anne Della Rosa, at the Secretary of State's Office, 101 North Carson Street, Suite 3, Carson City, Nevada 89701; (775) 684-7195 or [adellarosa@sos.nv.gov](mailto:adellarosa@sos.nv.gov). In your request, please state you are requesting materials for the adoption hearing on March 6, 2014. A reasonable fee for copying may be charged.

Persons wishing to comment upon the proposed regulations may appear at the scheduled workshop or present their comments in writing prior to the date of the Public Workshop by submitting such comments to the Secretary of State, Document Preparation Services Division, 101 North Carson Street, Suite 3, Carson City, Nevada 89701.

Notice of Intent to Act Upon a Regulation – Secretary of State, Document Preparation Services Division

Note: Agenda items may be taken out-of-order; items may be combined for consideration; and items may be pulled or removed from the agenda at any time. Public Comment may be taken on individual agenda items and may be limited to three minutes per speaker.

We are pleased to make reasonable accommodations for attendees with disabilities. Please notify Anne Della Rosa at (775) 684-5708.

This notice has been posted at the following locations:

- The Capitol Building, 101 North Carson Street, Carson City, Nevada 89701
- The State Library, 100 North Stewart Street, Carson City, Nevada 89701
- Secretary of State – Reno Office, 500 Damonte Ranch Parkway, Suite 657A, Reno, Nevada 89521
- Secretary of State – Las Vegas Office, Grant Sawyer Building, 555 East Washington Avenue, Las Vegas, Nevada 89101
- Nevada State Legislature Building, 401 South Carson Street, Carson City, Nevada 89701
- County Libraries
- Secretary of State Website: [www.nvsos.gov](http://www.nvsos.gov)
- Director of the Legislative Counsel Bureau: <http://www.leg.state.nv.us/App/Notice/A/>

**Date: February 3, 2014**