



Tip Sheet on how to apply for a business license.

Go to: https://www.washoecounty.gov/clerks/bsd/business_license.php

- Click on the business license link where you would like your business to be licensed, Washoe county, Reno business, or Sparks business.

Business Services

Homepage

Business License

DBA Renewal

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DBA Requirements

DBA Name Search

Notary Public

Online Copy Request

DBA / Business FAQs

Home » Clerk's Office » Business Services » Business License

Business License

For Business License information, please contact one or more of the agencies listed below.

BUSINESS LICENSE OFFICES IN WASHOE COUNTY

- [Reno Business License](#)
City Hall Building, 2nd Floor
One East First Street
Reno, NV 89501
(775) 334-2090
- [Sparks Business License](#)
Sparks City Hall
431 Prater Way
Sparks, NV 89431
(775) 353-2360
- [Washoe County Business License](#)
Department of Community Development
1001 East 9th Street, Bldg. A, 2nd Floor
Reno, NV 89512
(775) 328-3733

For assistance contact the BCC @775-460-5583 or Blackcommunitycollective1@gmail.com



https://www.washoecounty.gov/csd/planning_and_development/business_license/index.php

Then you will be sent to this page

- Click on the type of business license you need under the On-line links to business license types.
- **General and home-based business licenses** this link covers most non-profits for profits etc.

Business License

Marijuana Establishments

Proposed Ordinance Chapter 110 - Cannabis Lounges

General and Home-Based Businesses

Liquor and Gaming Licenses

Massage Businesses

Marijuana Establishment Licenses

Recently Issued Licenses

Temporary Events

Home » CSD » Planning » Business License

Business License

Washoe County Business License will help guide customers through the process of starting or expanding a business within the unincorporated County. To get started, please read about the [license application process](#) and get additional answers at [Common Questions](#). Information about the different types of business license may be found with the links below. The [City of Reno](#) and the [City of Sparks](#) license separately.

ONE Regional Licensing and Permits Portal

ONE Regional Licensing and Permits Portal is your all-access **on-line** portal for business licensing and permit information. The portal is available 24 hours a day, 7 days a week. [Learn how to use the regional portal and register for a customer account.](#)

Licensing Questions

[Do you need a license?](#)

[10 Steps to Obtaining your Business License with Washoe County](#) (2-sided tri-fold brochure)

[Common Questions about Business Licensing](#)

License Fees

[Master Business License Fee Schedule](#)

[Business License Fees \(all types\)](#)

[Information about the Regional Technology Fee](#)

On-line Links to Business License Types

[General and Home Based Business Licenses](#)

[Liquor and Gaming Licenses](#)

[Temporary Events](#)

[Medical Marijuana Establishment Licenses](#)

[Washoe County Massage Businesses](#)

For assistance contact the BCC @775-460-5583 or Blackcommunitycollective1@gmail.com



Click the [ONE Regional Licensing and Permits Portal](#) to fill out the application online or click on [Application and Instructions](#) to get a downloadable application you can mail or deliver.

https://www.washoecounty.gov/csd/planning_and_development/business_license/general/index.php

^ UP

Home » CSD » Planning » Business License » General and Home Based Businesses

General and Home Based Business Licenses

This page provides information on how to apply for Washoe County general and home-based business licenses. You can apply for these licenses through the ONE Regional Licensing and Permits Portal, which is available 24 hours a day, 7 days a week. You can also mail your complete application, with fees, to our mailing address. [Learn how to use the regional portal and register for a customer account.](#)

[Common Questions about Business Licensing](#)

Application and Fees

[Application and Instructions](#)

[Home-based Business License Application \(supplemental forms\)](#)

[Nevada State Industrial Insurance Compliance Form](#)

[Business License Fees \(all types\)](#)

[Master Business License Fee Schedule](#)

[Business License Change Form](#) Use this form for changes to:

- Mailing Address
- Business Location
- Officers or Licensee
- Business Name
- Entity
- Business Closed or Sold

Information for specific business license types

[Potential Locations for Adult Characterized Businesses](#)

[Explosives and Hazardous Substances](#)

https://www.washoecounty.gov/csd/planning_and_development/business_license/business_license_file_s/bl_complete_application_nov_202018.pdf

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Fill out this application for your business license.

- Pick your city or county for where you want the license for which you are applying.
- Enter business name.
- Enter Federal Tax identification number.
- Enter Location of business.
- Enter City you are and zip code.
- Enter Email address.
- Enter Mailing address.
- List individual license if you have one.
- List individuals with interest or ownership in business.

1 E. 1st St – 2nd Floor
PO Box 1900
Reno, NV 89505
(775) 334-2090
www.reno.gov

City of Sparks
431 Prater Way
PO Box 957
Sparks, NV 89432
(775) 353-2360
www.cityofsparks.us

CITY OF WASHOE COUNTY
STATE OF NEVADA

1001 E. 9th St. – Bldg A
Attn: Business License
Reno, NV 89512
(775) 328-3733
www.onenv.us

I am applying for licensure in - City of Reno City of Sparks Washoe County

Note to license applicant: Licensure by one jurisdiction does not guarantee a license with another jurisdictions. (Copies Accepted)

BUSINESS LICENSE APPLICATION

Please type or print in black or blue ink only.

01) Corporate Name/Business Name: Chicken on Chicken

02) Doing Business in Nevada as (DBA): _____ 03) Reno Start Date: _____

04) Business Location (no PO Boxes): Basline rd Suite #: 1,220 05) Federal Tax ID#(EIN): 56-89741

06) City: Reno 07) State: Nv 08) Zip Code: _____ 09) Bus. Phone: _____

10) Mailing Address: jumpstreet 11) Bus. Fax: _____

12) City: Reno 13) State: Nv 14) Zip Code: _____ 15) E-mail: _____

16) Business Entity Type: Sole Proprietor Corporation Partnership LLC Association 17) Professional License #: _____

18) Describe the nature of business to be conducted (be specific and complete):
Fast Food

19) Location of Rentals: _____ 20) Number of Rental Units: _____ 21) First Year's Estimated Gross Receipts (Reno only): _____

List Individual Licensee

22) Licensee Name: Phil Johnson 23) Title: Partner 24) Phone: _____

25) Home Address: Front Street 26) Alt Phone: _____

27) City: Reno 28) State: Nv 29) Zip Code: _____ 30) DOB: 1/15/1993

List Individuals with Interest or Ownership in the Business

31) Full Name	Title	Address	DOB
John Quan	Partner	West Front st	8/12/19

Emergency Contact/Local Contact Information

32) Name: Philip Fry 33) Phone: _____

34) Has any applying individual, or any member of this applying firm, has been convicted in this state, or elsewhere, within the past ten years of any offense, not including minor traffic offenses?
 Yes No If yes, please state the offense(s), the year of conviction(s), and the punishment assessed therefore:

Commercial Home Based
 Not in City Admin Office
 Shared Space/Booth Rental Non-Profit

I, THE UNDERSIGNED, UNDERSTAND THAT: (1) IT IS UNLAWFUL FOR ANY PERSON TO TRANSACT OR CONDUCT ANY BUSINESS WITHOUT FIRST HAVING OBTAINED A BUSINESS LICENSE; (2) THIS DOCUMENT IS AN APPLICATION ONLY AND CERTAIN CONDITIONS MUST BE MET BEFORE A BUSINESS LICENSE WILL BE ISSUED TO ME; (3) I CERTIFY THE INFORMATION SUBMITTED ON AND WITH THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

35) Licensee Signature: _____ 36) Title: Partner 37) Date: 08-5-2000

Health Recommendation	Other Recommendation	Planning Recommendation

Total Amount Paid _____
Date Paid _____
Receipt # _____
Sewer Account # _____
Parcel # _____
License # _____
Activity Type _____
Effective Date _____
Expiration Date _____

Revised 11.07.18

For assistance contact the BCC @775-460-5583 or Blackcommunitycollective1@gmail.com



This form is to identify the Industrial insurance you have for your business.

- Enter business name.
- Enter Federal Tax identification number.
- Enter Location of business.
- Enter City you are and zip code.
- Enter Email address.
- Enter Mailing address.
- Enter the insurance information you have for your business here.
- Enter your information on who has authority to act on the information provided above.

STATE OF NEVADA, DIVISION OF INDUSTRIAL RELATIONS
AFFIRMATION OF COMPLIANCE
WITH MANDATORY INDUSTRIAL INSURANCE REQUIREMENTS
(Instructions with Definitions are located on reverse side)

Chicken on Chicken **Fast Food** **775-845-4565**
Business Name (Include any name doing business as) Type of Business Business Telephone Number

JumpStreet dr **Reno** **Nv** **89502**
Business Address City State Zip Code

56-89741 **895-48-9636**
Federal Identification No. Social Security No.

Phil Johnson **775-693-4852**
Name of Principal Owner (Please Print) Contractor's Board License No.

7891 Southwest dr **Reno** **Nv** **89502**
Principal Owner's Address City State Zip Code

Principal Owner's Telephone No.

Identified as: (Complete one section only)

That the above identified business has obtained industrial workers' compensation insurance as required by Chapter 616A to D, inclusive, of the Nevada Revised Statutes (NRS):

Effective Date of Coverage Account Number

That the above identified business is not subject to the provisions of Chapter 616A to D, inclusive, of the Nevada Revised Statutes, due to a statutory exemption or as a business which has no employees nor hires any independent contractor or subcontractor.

That the above identified business has a valid certificate of self-insurance pursuant to Chapter 616A to D, inclusive, of Nevada Revised Statutes.

Effective Date Certificate Number

I declare that I have the authority to act on behalf of the above described business, and am applying for a license to operate said business as a (n): Individual Sole Proprietor Partnership Corporation

Phil Johnson **775-456-645**
Name of Applicant (Please Print) Applicant's Telephone Number

7891 Southwest dr **Reno** **Nv** **89502**
Applicant's Residence Address City State Zip Code

I do hereby affirm that the above information is true and correct.

DATED this **8** day of **8**, 20**20**

Signature of Applicant (To be signed in the presence of the business license office employee) Applicant's Title

Witness Signature - (Business License Office Employee) Name of City or County

If unable to sign this document in the presence of a Business License Employee, the Applicant's signature must be notarized.

SUBSCRIBED and SWORN to before me on this _____ day of _____, 20__.

NOTARY PUBLIC


D-25 (1) (rev. 3/01)

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To Get started with a home-based business you must fill out the bottom of this form.

- Add business name a sign and date.



**WASHOE COUNTY
HOME-BASED BUSINESS
Development Requirements and Standards**

Development requirements. All home-based businesses shall comply with the following provisions. If more than one home-based business is licensed at a single address, the following requirements apply to the combination of all home-based businesses licensed at that address.

Dwelling unit. The property proposed to support the home-based business shall contain a minimum of one dwelling unit.

Appearance. The appearance of the structure shall not be altered, nor shall the business within the dwelling be conducted, in a manner which would cause the premises to differ from its residential character whether by the use of colors, materials, or construction.

Hazards and nuisances. The home-based business shall not create or cause dust, vibration, gas, fumes, toxic or hazardous materials, smoke, electrical interference or other hazards or nuisances either on or off the premises. Noise and light will comply with the provisions of Article 414, Noise and Lighting Standards, of Washoe County Code Chapter 110.

Occupancy group. The home-based business shall not result in any change in the occupancy group of the structure as defined by the uniform building code.

Fire safety. Activities conducted and equipment or material used or stored shall not adversely change the fire rating of the premises.

Compliance with other license and code requirements. The home-based business shall be in full compliance with all other licensing requirements in the business license ordinance and all other applicable federal, state, and county regulations. The license division may require inspections by other agencies to determine compliance with this subsection. Such inspections may include, but are not limited to, building, fire, health, public works, sewage disposal, sheriff/police, water, and/or zoning.

Development standards. All home-based businesses shall comply with the following provisions, unless modified by the Washoe County Commission in accordance with Washoe County Code section 25.4426. If more than one home-based business is licensed at a single address, the following standards apply to the combination of all home-based businesses licensed at that address.

Location and size. The use of the dwelling for the home-based business shall be clearly incidental and subordinate to its use for residential purposes. The home-based business may be conducted in the principal dwelling or permitted detached accessory structure associated with a residential use provided that the business area does not exceed 33 percent of the gross floor area of the principal dwelling. When conducted in a garage, the home-based business shall not eliminate the use of the garage as a parking space for a car.

Storage. There shall be no outdoor storage of materials, equipment, supplies, or solid waste used or associated with the home-based business nor shall goods or merchandise be displayed in a manner so they are visible from outside the dwelling.

Traffic. The home-based business use is limited to only one employee vehicle, either on the property or on the residential street in front of the property. In order to protect the visual aspects of the residential neighborhood, no more than two parking spaces can be created for off-street parking relative to the home-based business. Any need for parking generated by the home-based business use shall be met off the street and other than in a required front yard.

Truck deliveries. Truck deliveries to a licensed home-based business in residential neighborhoods shall be limited to: a) daily delivery by federal or private mail and express package delivery service, and b) two deliveries of products or materials per week by vehicles with no more than two axes and not in excess of 16,000 pounds gross unladen weight. Deliveries shall be permitted between sunrise and sunset.

Business vehicle. The vehicle used for the home-based business may involve one vehicle for delivery of materials to or from the property, not to exceed 8,000 pounds gross unladen weight and no larger than two axes. A single vehicle limousine service is permitted. A single accessory utility trailer up to 24 feet in length is permitted, provided it is parked off the street, regularly used off-site in the conduct of the home-based business, and not used solely for storage or advertising.

Employees. Employees shall be limited to those persons who reside at the property and one non-resident assistant or employee. Off-site employees are permitted so long as they do not report for work at the property.

Visitors and customers. Visitors and customers shall not exceed three business related visitors/customers per day or present at any one time. If the home-based business is the type in which classes are held or instruction given, the director of community development may approve up to six students to be present at any one time if (s)he finds that the additional students will not generate additional motor vehicular traffic, or noise or vibrations emanating from the premises.

On-site sale of services and/or merchandise. There shall be no sale of services and/or merchandise to customers on the property except artist's originals, services or merchandise individually made to order on the premises.

Off-site sale of services and/or merchandise. Merchandise and/or services which are not "artist's originals" or "individual made to order" may be constructed on-site. The sale of this merchandise may only transpire at an off-site location.

Advertising. There shall be no public advertising which calls attention to the fact that the dwelling is being used for business purposes, except when required by the State of Nevada. Telephone listings, or any other advertising of the business, shall not include the dwelling address. The name, telephone and purpose of the home-based business may be advertised on not more than one vehicle which is operated by the resident or residents of the dwelling in conjunction with the business. The home address may appear on business cards, letterhead and invoices when the home address is also the business address.

Annual inspection. All home-based businesses may be required to submit to an annual inspection by relevant county officials for safety and compliance purposes.

Types of businesses not allowed. Automotive and equipment use types, as defined by section 110.304.25(d) of county code; commercial preparation of food except as authorized in NRS 446 and/or the Washoe County Health District for cottage food operations; business related to or involving explosives; beauty parlors; barber shops; liquor sales or distribution; undertaking and funeral parlors; medical and dental clinics, hospitals; adult characterized businesses, as defined by section 25.047; and, ambulance or related emergency services are prohibited.

I agree to comply with the above requirements and standards. I agree to comply with the home-based business development requirements and standards in effect upon renewal of my home-based business license. I realize that failure to comply may result in the suspension or revocation of my home-based business license, and/or administrative enforcement or criminal prosecution.

Business Name	Signature	Date
10/14 White - Business License copy	Yellow - Customer Copy	



