



STATE OF NEVADA
FINANCIAL INSTITUTIONS DIVISION
DEPARTMENT OF BUSINESS AND INDUSTRY
ATTN: APPLICATION PROCESSING

1830 COLLEGE PKWY, STE 100
CARSON CITY, NV 89706

Phone: (775) 684-2970
Fax: (775) 684-2977
<http://www.fid.state.nv.us>

Documents Received On

Checklist for Certification as a Collection Agency Manager

File all applicable attachments listed below to apply for the initial registration as a Collection Agency Manager.

I. Checklist for Applicants

1. Application - Collection Agency Manager;
2. Initial Application Fee of \$305. Make check(s) payable to "Nevada Financial Institutions Division";
3. Complete set (3) of fingerprints (FD-258)
4. Three original photographs, 2 1/2 x 2 1/2 (Right, Front and Left View)

II. Application Review

Once the application has been processed, you will receive an email notification advising that you may now register for testing.

1. Register for testing. Go to http://fid.state.nv.us/New_CollectionManager.htm; Fill out the web form at the bottom of this page to reserve a seat for the examination, and submit at least five (5) days prior to the examination date.

After successful completion of the examination:

2. Initial Licensing Fee of \$30. Make check(s) payable to "Nevada Financial Institutions Division";