

# BIENNIAL REPORT TO THE GOVERNOR

BIENNIUM ENDING JUNE 30, 2018

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NEVADA SECRETARY OF STATE  
BARBARA K. CEGAVSKE



SEPTEMBER 17, 2018



## OFFICE OF THE SECRETARY OF STATE

BARBARA K. CEGAUSKE  
*Secretary of State*

September 17, 2018

The Honorable Brian Sandoval  
Governor of Nevada  
101 North Carson Street, Suite 1  
Carson City, NV 89701

Dear Governor Sandoval:

The attached Biennial Report includes exhibits detailing the accomplishments of the Secretary of State during state fiscal years 2017 and 2018, as well as a summary of matters relating to the general business of the Secretary of State during that time.

The accomplishments of the office over the third and fourth years of this administration could not have occurred without the dedicated Secretary of State deputies and staff that make up our team and the spirit of cooperation within our office and the other agencies with whom we work.

Among the many duties of the Secretary of State, Elections receives the most attention. As Nevada's Chief Election Officer, I am tasked with maintaining Nevada's reputation for fair, impartial, accurate and secure elections. We have met the challenges of aging voting systems and increasing national concerns over security of our election systems while ensuring that all eligible Nevadans have the opportunity to register and exercise their fundamental right to vote.

We successfully conducted the 2016 election Primary and General Elections and were ranked sixth in the Nation for Election Administration by the MIT Election Performance Index. Our efforts with the legislature and the county clerks and registrars in 2017 resulted in funding for replacement voting equipment in all 17 counties that were successfully deployed for the 2018 Primary. We are grateful that the individual counties were able to contribute financially to this endeavor. Additional federal funding relating to the Help America Vote Act (HAVA) will allow us to enhance the security of Nevada's election processes moving forward.

Our Commercial Recordings Division assists businesses with entity registrations and licensing. We are enhancing our internal processes and improving the SilverFlume and e-SOS filing systems. We are

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currently in the development of a replacement system that consolidates forms and provides online services for nearly every filing processed by our office. The new system will also modernize our current paper-based Notary Public application process.

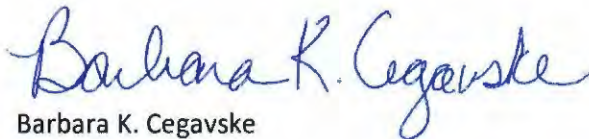
Our Securities Division continues its dedicated work to protect Nevada's investors through the licensing and oversight of Nevada's investment advisors and dealer-brokers. Members of our Securities team make investor education and outreach a priority and often participate in workshops and civic events to inform Nevadans about potential risks. In addition, our criminal investigators assist our Elections Division with elections-related complaints. The Division responsibilities expanded with the adoption of the Revised Athletes Agents Act and the additional fiduciary duties required of broker-dealers and investment advisors as set forth by the 2017 Nevada Legislature.

Our Nevada Lockbox, Domestic Partnership and Document Preparation services continue to expand as awareness of these programs grows. We continue outreach to the citizens most impacted by these services.

We have submitted a budget that will allow our office and all of our Divisions to continue to provide the highest level of service to our customers and the citizens of Nevada.

It has been an honor and a privilege to serve as Nevada's Secretary of State and work alongside you as you complete your term as Governor. I look forward to a great future for our office and for the State of Nevada.

Respectfully,



Barbara K. Cegavske  
Secretary of State

# OFFICE OF THE SECRETARY OF STATE

## DUTIES OF OFFICE

The mission of the Office of Secretary of State is to effectively and efficiently serve the public by performing its statutory duties to ensure the integrity of elections, facilitate business filings, protect consumers against securities fraud, preserve public records, and to promote public awareness and education in these and related areas.

-Nevada State Constitution: Article 5, Section 20

### **The goals of the Office of Secretary of State are to:**

- Ensure the integrity of elections and proper disclosure by candidates and elected officials through the effective administration of the state's election laws and to advocate for change where needed;
- Encourage the development and diversification of the state's business community by providing innovative, expeditious and cost-effective services;
- Protect consumers from investment fraud through effective regulation of the securities industry, enforcement of the securities laws, and education of the public;
- Maintain records and information filed with the office and to make that information easily accessible at a reasonable cost;
- Promote civic education through participation in state and local events and outreach to Nevada's educational community, and
- Carry out additional constitutional and statutory duties with equal enthusiasm and professionalism.

With the advent of statehood in 1864, the Nevada Office of the Secretary of State was established as part of the state's executive branch of government. The Secretary of State, Nevada's third highest-ranking constitutional officer, is elected to a four-year term. State constitutional officers are limited to two terms in office. Current Secretary of State Barbara Cegavske is Nevada's 17th Secretary of State and 3rd woman to serve in the office.

The Secretary of State is responsible for maintaining the official records of the acts of the Nevada Legislature and of the executive branches of state government, as prescribed by law. Along with duties established by Nevada Revised Statutes, the Secretary of State is a member of the State Board of Examiners, State Board of Prison Commissioners, Tahoe Regional Planning Agency, Executive Branch Audit Committee, Board of Economic Development, Chair of the State Records Committee and Chair of the Advisory Committee on Participatory Democracy (ACPD.)

In addition to Constitutional duties, the Secretary of State serves as Nevada's Chief Elections Officer. In this role, the Secretary of State is responsible for the execution, interpretation and enforcement of federal and state election laws, is the filing officer for statewide elective positions, and is the filing officer for all statewide initiative petitions and referendums.



The Secretary of State's office also receives business entity filings and maintains records for corporations, limited liability companies, limited partnerships, limited liability partnerships, limited liability limited partnerships, business trusts, professional corporations and associations, and rights of publicity; issues State Business Licenses and collects the associated fees; administers SilverFlume, Nevada's Business Portal; administers the Nevada Lockbox, a registry of advance directives and guardianship nominations; administers the registry of domestic partnerships and the registry of ministers; administers the Notary Public Act, Trademark Act, and the Uniform Commercial Code; regulates the securities industry by registering securities, licensing persons who sell them, and enforcing the civil and criminal provisions of state and federal securities law; and licenses and regulates athletes agents.

# OFFICE OF THE SECRETARY OF STATE

## EXECUTIVE SUMMARY

The Secretary of State's office is committed to providing the highest level of service to its customers and the citizens of Nevada through its various divisions and activities including Elections, Commercial Recordings, Securities, Nevada Business Portal, Notary, Nevada Lockbox, Domestic Partnerships and Document Preparation, Customer Service and Operations.

The Commercial Recording Division's revenue continued to increase in FY 2017 and FY 2018. In FY 2016, the Division collected \$176.54 million, which increased to \$179.25 million in FY 2017 and \$186.18 million in FY 2018. New entity filings fell 1% from the FY 2016 total of 52,964 to 52,412 in FY 2017, and then rose to 52,727 in FY 2018. Annual Lists and State Business License renewals increased 3.54% from 310,579 in FY 2016 to 321,970 in FY 2017 and 3.47% to 333,547 in FY 2018. There were 294,395 Title 7 entities in good standing as of June 30, 2017 and 301,271 Title 7 entities in good standing as of June 30, 2018. Non-Title 7 entities in good standing at fiscal year-end also increased from their FY 2016 total of 45,952 to 53,254 in FY 2017 and 66,645 in FY 2018. Online usage continues to increase allowing for 1 – 3 day turnaround times for paper filings even at our busiest times.

The Commercial Recording Division is currently working with our vendor in the development and implementation of the e-SoS replacement system. Design has been completed and work continues with an expected “go-live” date in spring 2019. Made possible by the TIR approved by the 2015 Nevada Legislature, the new system will include online service for virtually all Division filings and copy and certificate services.

The Elections Division is committed to transparency, security and accuracy in all its practices. As we approach the 2018 general election, the office is making every effort to ensure that all eligible Nevadans are able to register and exercise their right to vote. The Elections Center, found on the Secretary of State's website at [www.nvsos.gov](http://www.nvsos.gov), contains valuable information about Nevada's election processes and our Election Night Reporting page, found at [www.silverstateelection.com](http://www.silverstateelection.com), provides election results and other valuable information related to turnout and ballots cast. The continuation of the Election Integrity Task Force allows the office to address potential issues and any matters that might occur on Election Day. We continue to work with all 17 counties to ensure uniform and best practices throughout the election process.

The office oversaw the 2016 primary and general elections with Nevada receiving an overall #6 ranking in election administration on the 2016 MIT Election Performance Index. The office worked with the 2017 Nevada Legislature to secure \$8,000,000 in funding in support of replacing the aging voting systems. The new voting systems were in place for the 2018 primary election.

2017 and 2018 saw a focus on election security due to reported meddling by foreign actors. As a result, at the end of FY 2018, the office was awarded a \$4.492 million Help America Vote Act (HAVA) federal grant. This grant will be used to strengthen cyber-security in elections on the state and local level, by improving oversight and training of local election officials, monitoring and standardizing election practices and enhancing and maintaining the security of state and local election systems. The office received another \$104,460 from the State Division of Emergency Management for the monitoring of intrusion detection sensors installed on state and local networks.



The office has also worked to increase the reach of the Nevada Effective Absentee System for Elections (EASE) system that allows military and overseas voters better access to voter registration and absentee balloting processes. In September of 2016, Secretary Cegavske and her senior Elections team traveled to Fort Bliss in El Paso, Texas, to introduce soldiers serving in the Nevada National Guard to the EASE program.

The Securities Division continues to register investment advisors and dealer/brokers and to investigate fraudulent activities and pursue individuals violating securities law. During Fiscal Years 2017 and 2018 the Division collected \$28.3 million and \$29.32 million, respectively. During that period, the Division filed 55 criminal charges and completed 189 inspections.

SilverFlume, Nevada's Business Portal, is Nevada's first stop for those conducting business in Nevada. More than 2.5 million governmental transactions have been completed with revenue of over \$635 million generated by businesses using SilverFlume. SilverFlume's cross-governmental registrations continue to enhance Nevada's business-friendly environment.

The Notary Division continues to appoint, train and regulate the over 25,000 notaries public in Nevada. During Fiscal Years 2017 and 2018, nearly 13,000 notaries public renewed or received new appointments. The Division also issued over 29,000 apostilles. During the 2017 Legislative Session, the Electronic Notary Public Enabling Act was adopted which allows electronic in-person notarial acts and notarial acts by means of audio-visual communication. The office is currently drafting regulations related to electronic notarization, including multi-factor identification of the principal, standards for storing and recording the notarial act and specifications of the electronic journal.

As part of the e-SoS replacement project, the antiquated manual processes for notary applications and oversight will be modernized. The online training of notaries continues to be a success with no in-person training session necessary in 2017 or 2018.

Document Preparation Services, Nevada Lockbox and Domestic Partnership Program are services provided mainly in our Las Vegas office. The Nevada Lockbox was expanded by Legislation in 2017 to add a registry for the filing of a nomination of guardian. The Nevada Lockbox now consists of two registries – the Advance Directive Registry and the Guardianship Registry. At the close of Fiscal Year 2018, the Lockbox had 14,821 active registrants and 79 authorized entities with access to the Lockbox. In Fiscal Years 2017 and 2018, 701 new Document Preparation Services were registered with over 60% renewing their registration annually. At the close of Fiscal Year 2018, the number of active registrants had increased to 870. During that same period, the number of active registered domestic partnerships grew to 8,361.

The Operations Division of the Secretary of State's office manages important internal functions of the office including accounting, purchasing and budgeting, personnel and human resources, and information technology (IT). This Division is responsible for the office's \$20 million annual budget and more than \$200 million in annual revenues realized by the office. The IT component oversees the development and maintenance of the electronic Secretary of State (e-SoS) application and oversight of its replacement project, the statewide voter database, the agency's website and supports nearly 140 programs and web services, 500 databases and 200 servers as the technology backbone of the office.

The Customer Service Division continues to offer the highest level of customer service handling over 350,000 telephone, mail and e-mail inquiries. While the main focus of all Secretary of State staff is customer service, this dedicated group is our first-line handling of a majority of customer inquiries.

Civics education and outreach is an important part of the overall mission of the office. Secretary of State Cegavske and her staff participate in numerous events and presentations throughout the State each year. Secretary Cegavske has been a member of the Education Commission of the States since 1997 and was a Board Member for the National Center for Learning and Civic Engagement (NCLCE) from 2015 – 2017. In 2017, Secretary Cegavske became a Fellow with the Hunt Kean Leadership Fellows program, an elite group of elected officials who are committed to education policy in the United States.

# **OFFICE OF THE SECRETARY OF STATE**

## **COMMERCIAL RECORDINGS DIVISION**

The Commercial Recordings Division processes and files the organizational and amendatory documents of business entities organized under the laws of the State of Nevada. These entities include for-profit and nonprofit corporations, limited liability companies, limited partnerships, limited liability partnerships, limited liability limited partnerships, business trusts, and professional corporations and associations. The Division also reviews, files and processes: (1) state business license applications and annual renewals; (2) trademarks, trade names, service marks, and rights of publicity; and (3) Uniform Commercial Code (UCC) financing statements, changes, and lien searches, as well as federal tax liens and utility filings.

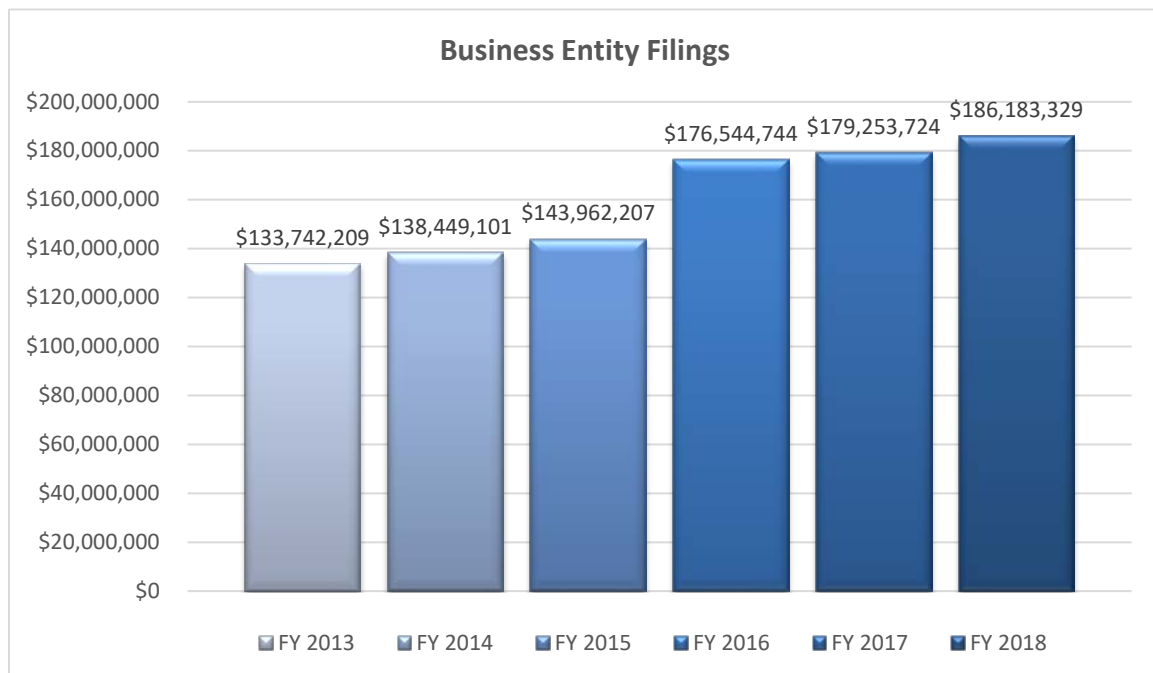
The Division processed over 1.28 million filing transactions in FY 2017 and 1.34 million transactions in FY 2018, with approximately 29% of those transactions processed externally via the online business portal – SilverFlume. Over 80% of those filings available online are processed via SilverFlume.

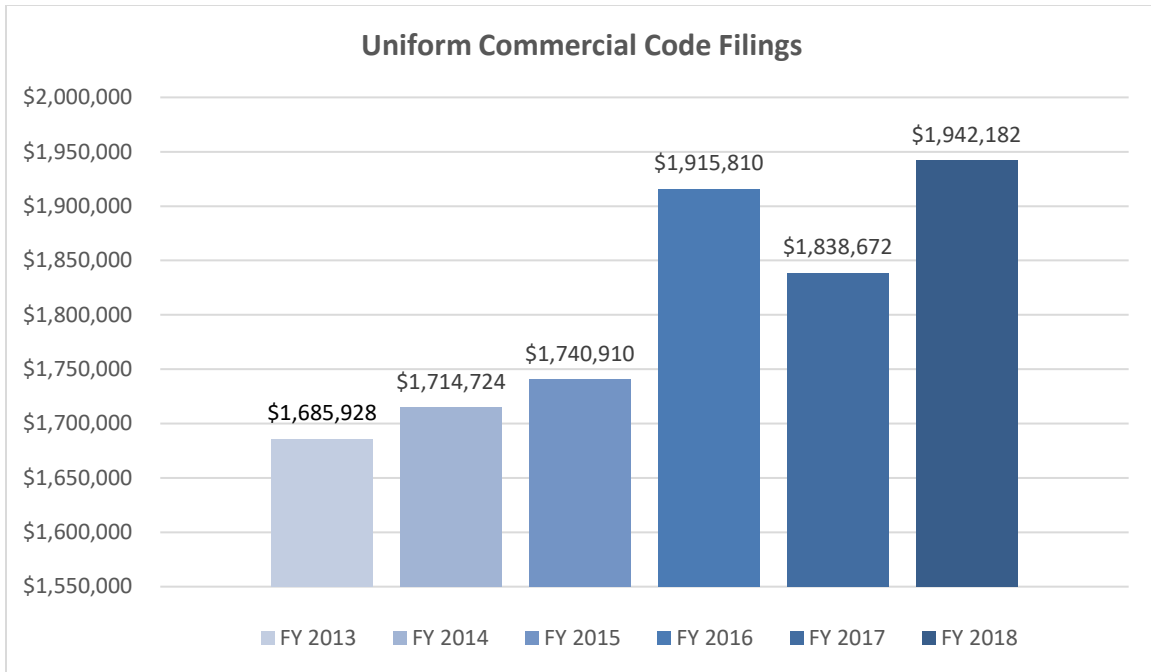
Following approval of a Technology Investment Request (TIR) during the 2015 Legislative Session for the replacement of the 15 year-old e-SoS processing system, the Secretary of State's office released a Request for Proposal and subsequently awarded a contract to PCC Technology Inc., a leading provider of software solutions to support corporate registration, trademark and service mark registration, uniform commercial code filings and online notary. The project kicked off in September 2016 and to date is approximately 80% complete in design and development efforts, with an anticipated go-live date in spring 2019. This exciting project will bring many efficiencies to both the office and its customers by

adding over 100 online filing processes, resulting in a user-friendly experience with less than a 24-hour turnaround time in processing, and the elimination of rejected filings. This project also provided the Secretary of State's office an opportunity to evaluate the physical filing forms and consolidate 140 existing forms into just 39, which will make it easy for those non-online users. This new system will also provide online access to millions of public documents currently provided through a manual process. This project is on track to be delivered on time and within the original approved budget.

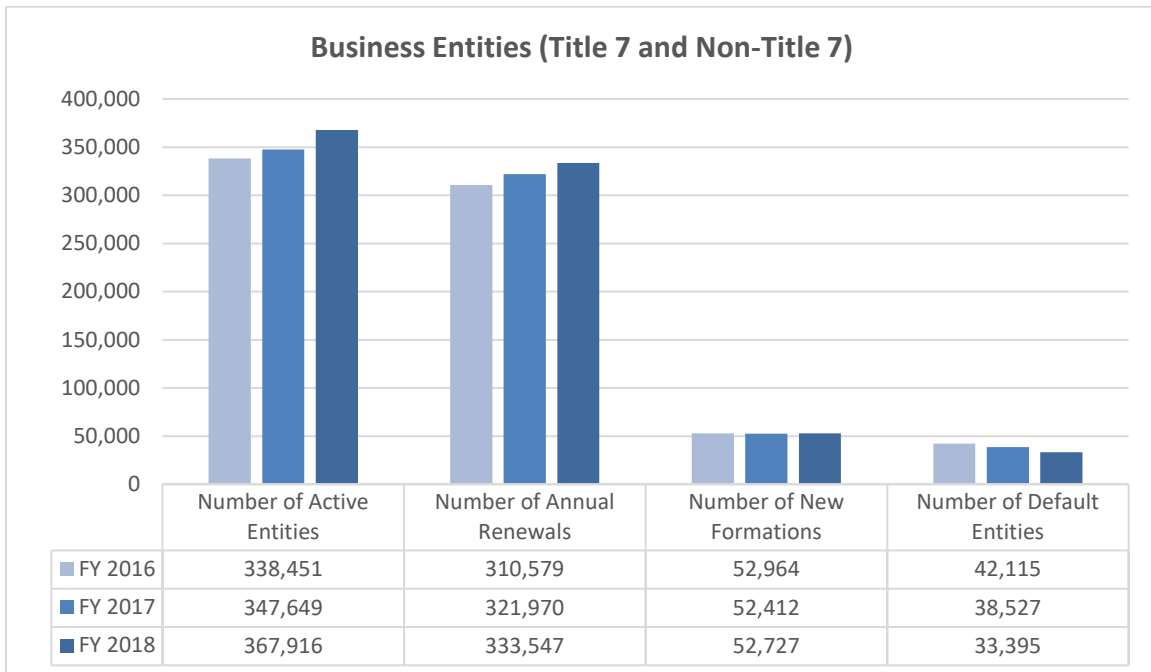
### Revenue: Fiscal Years 2013 – 2018

The Commercial Recordings Division generated revenue of approximately \$179.25 million during FY 2017 and 186.18 million in FY 2018. State Business License revenue (included) increased to \$104.64 million in FY 2017 and \$109.12 million in FY 2018. UCC receipts totaled \$1.84 million in FY 2017 and \$1.94 million in FY 2018. 100% of this revenue goes to the General Fund.





## Business Entity Statistics Fiscal Years 2016 -2018





## **Compliance Enforcement**

The Division investigates complaints related to forged or fraudulent filings and non-compliance with registration and licensing requirements. The findings of our investigations result in resolution through administrative action, or by referral to a regulatory or enforcement agency or to the Attorney General. The majority of the complaints we receive are businesses operating without a State Business License. Those related to forged or fraudulent filings are typically civil disputes among the parties that our office has no authority to resolve and require private legal action through the courts. In calendar year 2017, the office received 373 complaints and has resolved 369. In calendar year 2018 (to date) the office received 230 complaints and has resolved 165. Of the 534 resolved cases described above, only seven (approximately 1.3%) required referral to another agency for action.

## **2017 Legislative Impacts**

The 2017 Legislative session imposed several changes to certain requirements within Title 7 of the Nevada Revised Statutes. Below is a highlight of the changes.

### **Assembly Bill 6 – Effective July 1, 2017**

Removed an exemption from the requirement to obtain a State Business License for businesses whose primary purpose is to create or produce motion pictures.

### **Assembly Bill 123 – Effective October 1, 2017**

Revised provisions governing initial and annual lists and revised provisions relating to a series created by a limited-liability company.

Each new business entity subject to Title 7 of the Nevada Revised Statutes shall file an initial list at the time of filing its organizational documents. If an amended list is filed within 60 days after the initial list is filed, the business entity shall not be required to pay a fee.

If the articles of organization or operating agreement of a limited-liability company creates one or more series, the registered agent of the company shall be deemed to be the registered agent for each series of the limited-liability company. Each series may be served with any legal process, notice or demand required or authorized by law by serving the registered agent of the limited-liability company which authorized the creation of the series.

### **Senate Bill 41 – Effective October 1, 2017**

Revised provisions governing the examination of the records required to be maintained by registered agents and revised the provisions governing the examination of records required to be maintained by certain business entities.

The Secretary of State may conduct periodic, special or any other examinations of any records required to be maintained pursuant to this chapter or any other provision of NRS pertaining to the duties of a registered agent as the Secretary of State deems necessary or appropriate to determine whether a violation of this chapter or any other provision of NRS pertaining to the duties of a registered agent has been committed.

Upon the request of the Secretary of State, a limited liability company shall provide the Secretary of State with the name and contact information of the custodian of records, if different from the registered agent for such company.

Each limited partnership shall continuously maintain a principal office in this State, which may but need not be a place of its business in this State, or a custodian of records whose name and street address is available at the limited partnership's registered office. A limited partnership shall maintain at its principal place of business

in this State or with the custodian of records a current list of the full name and last known business address of each partner, separately identifying the general partners in alphabetical order and the limited partners in alphabetical order.

#### **Assembly Bill 423 – Effective January 1, 2018**

The Secretary of State shall work in consultation with the Nevada Commission for Women to design and conduct an annual survey of businesses in this State for the purpose of collecting data and information related to issues of gender equality in the workplace. The survey shall be offered through the state business portal at the time the business submits an online application or renewal for a State Business License. The Secretary of State shall make the voluntary responses electronically available and searchable on the Internet website of the Office of the Secretary of State and shall annually compile the responses into a report and submit the report to the Governor and to the Director of the Legislative Counsel Bureau. This service has been made available through SilverFlume's common business registration process.

#### **Assembly Bill 436 – Effective January 1, 2018**

The Secretary of State shall ensure that the state business portal enables a person who applies for the issuance or renewal of a State Business License to indicate whether the applicant is a minority-owned business, a woman-owned business or a veteran-owned business and shall provide information electronically concerning programs to provide financing for small businesses and information concerning the process by which the business may become certified as a disadvantaged business enterprise. The Secretary of State shall include and maintain the same information on its Internet website. These services and resources have been made available through SilverFlume's common business registration process.

# OFFICE OF THE SECRETARY OF STATE

## SILVERFLUME NEVADA'S BUSINESS PORTAL

Enabled by NRS 75A, SilverFlume is Nevada's first-stop business portal ([www.nvsilverflume.gov](http://www.nvsilverflume.gov)) that consolidates cross-governmental registrations needed to start and manage a Nevada business. Launched in 2012, SilverFlume has:

- Passed through more than \$635 million in revenue
- Processed more than 2.5 million transactions
- Supported more than 497,356 business users

SilverFlume is consistent with the state plan for economic development, promoting Nevada as business-friendly. SilverFlume has consistently received a majority of positive survey responses (61.83% user friendly, 27.16% average, and 11.01% difficult). The Business Portal Division works to incorporate feedback and improve SilverFlume.

## **GOVERNMENTAL COLLABORATIONS**

The Business Portal Division has established, through cooperative efforts and consultation with representatives of state agencies, local governments, health districts and businesses, the standards and requirements necessary to design, build and implement SilverFlume, state business portal, including collaborations with:

### **State Agencies**

1. Administration, Nevada Department of
2. Agriculture, Nevada Department of
3. Attorney General, Nevada Office of the
4. Business and Industry, Nevada Department of
5. Controller's Office, Nevada State
6. Economic Development, Nevada Governor's Office of
7. Employment, Training and Rehabilitation, Nevada Department of
8. Governor, Nevada Office of the
9. Health and Human Services, Nevada Department of
10. Motor Vehicles, Nevada Department of
11. Public Safety, State of Nevada Department of
12. Secretary of State's Office, Nevada
13. State Treasurer, Nevada Office of
14. Taxation, Nevada Department of
15. Veterans Services, Nevada Department of

### **Municipalities**

1. Boulder City
2. Caliente, City of
3. Carlin, City of
4. Carson City
5. Elko, City of

6. Fernley, City of
7. Gardnerville, Town of
8. Henderson, City of
9. Las Vegas, City of
10. North Las Vegas, City of
11. Mesquite, City of
12. Pahrump, Town of
13. Reno, City of
14. Sparks, City of
15. Tonopah, Town of
16. Wells, City of
17. West Wendover, City of

### **Counties**

1. Carson City, Nevada
2. Churchill County, Nevada
3. Clark County, Nevada
4. Douglas County, Nevada
5. Eureka County, Nevada
6. Humboldt County, Nevada
7. Nye County, Nevada
8. Storey County, Nevada
9. Washoe County, Nevada
10. White Pine County, Nevada

6 Geographic Information Systems (GIS) and 58 Regulatory / Licensing Boards.



## LEGISLATIVE CHANGES

In Fiscal Year 2017, SilverFlume incorporated legislative changes to support Nevada businesses.

**NRS 75A.350 provision of information concerning programs for small businesses and disadvantaged business enterprises to minority-owned, woman-owned and veteran-owned businesses.**

SilverFlume provides multiple access points during registration to direct minority-, woman-, and veteran-owned businesses to disadvantaged business resources.

**NRS 75A.410 design and conduct survey of business to collect data and information on issues of gender equity in the workplace.** SilverFlume provides a link to survey businesses during registration and provides a link to view the Nevada Gender Equity in the Workplace Survey results.

## DIGITAL OPERATING AGREEMENT

SilverFlume offers a no-cost digital operating agreement (Digital OA) to support startup businesses with corporate governance at [www.nvsilverflume.gov/digitaloa](http://www.nvsilverflume.gov/digitaloa). Businesses have used Digital OA for more than 13,300 online operating agreements to-date.

Launched in 2012, Digital OA is due to be modernized and cutting edge business concepts and technologies are being assessed to upgrade Digital OA in line with strategic initiatives.

# OFFICE OF THE SECRETARY OF STATE

## ELECTIONS DIVISION

### OVERVIEW

The Secretary of State is the Chief Officer of Elections in Nevada and is responsible for the execution and enforcement of all provisions of state and federal law relating to elections in the State (NRS 293.124). Through the Elections Division, the Secretary of State assists in the administration of elections in Nevada, enforces state and federal election laws, and provides technical information to the public and other interested parties.

The Elections Division oversees candidate filings, prepares forms and documents, recommends legislation and regulations relevant to the electoral process, responds to election-related complaints, certifies mechanical voting systems, oversees the filing of candidate Contributions and Expenses (C&E) reports and Financial Disclosure Statements (FDS), enforces laws related to Political Action Committees (PACs), and provides information to the public regarding candidates and elections. The Division publishes informational election materials that are available to the public at no charge. These publications include: *Election Information Guide*, *Campaign Guide*, *Initiative and Referendum Guide*, *Minor Party Qualification Guide*, *Recall Guide*, *Independent Candidate Guide*, *Financial Disclosure Statement Guide*, *Recount and Contest Guide*, Title 24 Election Laws and Election Regulations, and various other fact sheets and calendars.

## **2018 PRIMARY ELECTION**

Turnout for the June 12, 2018 primary election was the highest since the 2010 primary election. Of the over 1.4 million active registered voters in Nevada, a total of 329,863 (22.91 percent) voted in the 2018 primary election. This compares to turnout of 18.53 percent and 19.27 percent for the 2016 and 2014 primary elections, respectively.

## **2016 GENERAL ELECTION**

Turnout for 2016 general election was 76.70 percent, which was comparatively low for a presidential election year. In both 2008 and 2012, over 80 percent of active registered voters cast a ballot in the general election. In total, 1,125,429 voters out of nearly 1.5 million active registered voters cast a ballot during the 2016 general election. Of those who did vote, 62.41 percent early voted in person (702,387 voters), 30.61 percent voted on election day (344,470 voters), and 6.98 percent (78,572 voters) voted via absentee or mail ballot.

## **2017 LEGISLATIVE SESSION**

A numbers of bills related to elections were approved during the 2017 Legislative Session and subsequently signed into law by the Governor. The following is a brief summary of some these bills:

- Assembly Bill 21 – filed by the Secretary of State and revises various provisions related to candidate qualifications and residency requirements, including remedies if a candidate fails to meet the qualifications required for office or knowingly files a declaration of candidacy that contains a false statement.

- Assembly Bill 45 – filed by the Secretary of State and contains clean-up language regarding references to federal law, filing deadlines, initiative and referendum petitions, and election notices. The bill also extends the mail-in voter registration deadline by four days and the online voter registration deadline by two days. Lastly, the bill makes various changes to campaign finance reporting, including a requirement that candidate campaign finance reports include an ending fund balance, a requirement that credit card expenses be itemized on campaign finance reports, and a change to quarterly reporting for candidates during an election year.
- Assembly Bill 392 – requires communications published in support of or in opposition to a candidate that includes the name and address or other official contact information of a governmental entity to disclose that the communication was not endorsed by and is not an official publication of the State of Nevada or a political subdivision.
- Assembly Bill 418 – replaces recount provisions that require an initial recount of ballots be conducted in 5 percent of precincts, or at least three precincts, that voted in the election, and it replaces them with a requirement that all ballots must be recounted during a recount.
- Assembly Bill 478 – changes the deadline to register to vote via mail-in application to the fourth Tuesday before an election and via online registration to the Thursday before the start of early voting. Essentially, the bill gives people four additional days to register to vote by mail and two additional days to register to vote online.

- Senate Bill 117 – requires each polling place to have either a separate line for voters with disabilities or who are not physically able to wait in line to vote or allow voters with disabilities or who are not physically able to wait in line to move to the front of the line in order to vote.
- Senate Bill 144 – makes various changes relating to voter registration and voting technology, including allowing 17 year olds to pre-register to vote, extending the voter registration deadline for qualified military and overseas to seven days before an election, and requiring all information on the Secretary of State’s website to be accessible on a mobile device.
- Senate Bill 447 – allows any registered voter with a physical disability or who is 65 years of age or older to request a permanent absentee ballot so that the voter is automatically mailed an absentee ballot for all elections in which the voter is eligible to vote.
- Senate Bill 491 – authorizes counties with a population fewer than 100,000 to lease mechanical voting systems and mechanical recording devices from the Secretary of State without the option to purchase such systems and devices.
- Senate Bill 492 – requires local election officials to establish at least one polling place for early voting or Election Day within the boundaries of an Indian reservation or colony at a location approved by the tribe.

## **EARLY VOTING**

During the 2018 primary election, 47.75 percent, or 157,513 of the total turnout of 329,863 voted during the early voting period. This percentage was even higher in the State's most populous county, Clark County, with early voters making up 50.62 percent, or 101,239, of the total turnout of 199,994 voters. The election in which the highest percentage of voters early voted was the 2016 general election, when 62.41 percent of all voters who cast a ballot did so in person during the early voting period.

## **THE ELECTION INTEGRITY TASK FORCE**

Established in 2008 by former Nevada Secretary of State Ross Miller, and continued by current Secretary of State Barbara Cegavske, the Election Integrity Task Force (EITF) is a multi-jurisdictional task force comprised of the Secretary of State's office, the Nevada Attorney General's office, the Federal Bureau of Investigation (FBI), the U.S. Attorney's Office, and various local law enforcement agencies. The EITF investigates complaints regarding questionable voter registration practices, potential voter fraud, and the violation of laws regarding voter intimidation. The FBI and the U.S. Department of Justice have identified the EITF as a national model for responding to election-related complaints.

Since 2008, EITF members have investigated numerous allegations of election law violations, several of which have been successfully prosecuted.



## **HELP AMERICA VOTE ACT (HAVA)**

The Help America Vote Act of 2002 (HAVA) was enacted by congress and signed into law on October 29, 2002. HAVA was a response to the irregularities in voting systems and processes unveiled during the 2000 presidential election. To address these irregularities, HAVA provided federal funding to the states to implement a statewide voter registration system, replace punch card voting machines, improve voter education and poll worker training, require provisional ballots, and require at least one voting machine per polling place be available to voters with disabilities.

Between 2004 and 2016, Nevada received approximately \$23 million in federal funds from HAVA. In March 2018, the consolidated Appropriations Act of 2018 was signed into law, which included \$380 million in grants to the states under HAVA. Nevada's total award was \$4.5 million, which must be used to improve the administration of elections for federal office, including to enhance technology and make certain election security improvements. This marks the first new appropriations for HAVA grants since federal Fiscal Year 2010. For more information on HAVA and the Nevada State Plan, visit the Election Center of the Secretary of State's website, [www.nvsos.gov](http://www.nvsos.gov).

## **EFFECTIVE ABSENTEE SYSTEM FOR ELECTIONS (EASE)**

The Nevada Effective Absentee System for Elections (EASE) is an online ballot-delivery system that seamlessly integrates all the documents necessary for Nevada's uniformed-service members, their spouses and dependents, and qualified overseas voters to register to vote, update existing voter registration information, request an absentee ballot, and receive and mark a blank absentee ballot.

EASE was soft launched prior to the 2014 general election, and it has proven to be successful in increasing the ballot return rate for military and overseas voters. For the 2014 general election, 208 voters generated a ballot using EASE, of which 132 were returned and counted (63.5 percent return rate). For the 2016 general election, 2,192 voters generated a ballot using EASE, of which 1,610 were returned and counted (73.4 percent return rate). Most recently, for the 2018 primary election, 97.4 percent of all ballots generated using EASE were returned and counted. Absentee voters who used EASE during the 2014 and 2016 general elections had a lower ballot rejection rate than those who used the traditional absentee voting method.

## STATEWIDE VOTER REGISTRATION SYSTEM

HAVA mandates that all states have a single, uniform, official, centralized, and interactive computerized statewide voter registration list to serve as the single system for storing and managing the official list of registered voters throughout the state. Nevada's statewide voter registration system (NevVoter), which became operational in the spring of 2006, is maintained by the Secretary of State's office.

Eligible citizens register to vote with their respective local election official, and the local election officials then upload their voter registration files to the NevVoter system nightly. The NevVoter system electronically sends the voter registration records for verification against the Department of Motor Vehicles' and the Office of Vital Statistics' databases to identify those persons who may potentially be ineligible to vote according to federal and state law. Upon successful verification of the voter, the person is then added to the eligible voter list in the NevVoter system.

### Active Registered Voters in Nevada by Party – January 2012 to August 2018

Date	Active Registered Voters	Democrat	Republican	Nonpartisan	Other
Jan. 2012	1,082,705	447,881	400,310	172,463	62,051
Jan. 2013	1,302,562	548,069	447,500	228,713	78,280
Jan. 2014	1,193,194	493,929	416,015	210,242	73,008
Jan. 2015	1,231,658	488,705	424,791	238,812	79,350
Jan. 2016	1,203,905	471,342	423,308	234,229	75,026
Jan. 2017	1,505,075	595,329	498,013	314,450	97,283
Jan. 2018	1,468,671	567,767	492,190	313,421	95,293
Aug. 2018	1,493,997	573,736	505,617	319,786	94,858

## **ADVISORY COMMITTEE ON PARTICIPATORY DEMOCRACY**

The Advisory Committee on Participatory Democracy (ACPD) was first established in 1997 by the Legislature under the Office of the Department of Cultural Affairs but was transferred to the Secretary of State's office in 2003. The ACPD consists of not more than 10 members, including the Secretary of State or his or her designee and not more than nine other members appointed by the Secretary of State. The committee's purpose is to assist the Secretary of State in identifying and proposing programs that promote citizen participation in governance, select recipients of the "Jean Ford Democracy Award" to honor citizens who promote participatory democracy in Nevada, and work with partner organizations at the local, state, and national level to increase voter participation. The laws regarding the ACPD are codified in NRS 225.200 through NRS 225.270, inclusive.

Secretary Cegavske reinstituted the ACPD after statutory amendments were made by Assembly Bill 465 of the 79th Session of the Nevada Legislature (2017). The legislation shortened the term of appointment to the ACPD and reduced the required frequency of meetings of the committee. Secretary Cegavske appointed eight members to serve, each of whom were highly-qualified and motivated to serve. The ACPD took on several tasks utilizing their professional skills and community network of resources. Highlights of the ACPD's first term have been revisions to the Voter Registration Toolkit for Businesses, input on recommendations for September 2018 National Voter Registration Month, expanding outreach for promotion of the Vote to Honor a Service Member program, and communication regarding how to participate in the Nevada Student Mock Election to every superintendent and high school social studies curriculum coordinator in the State. The ACPD will be honoring individuals with the Jean Ford Democracy Award in 2019.

## **ELECTION SECURITY**

In January 2017, former U.S. Department of Homeland Security (DHS) Secretary Jeh Johnson designated election infrastructure in the United States as critical infrastructure. In doing so, he declared, “Now more than ever, it is important that we offer our assistance to state and local election officials in the cybersecurity of their systems. Election infrastructure is vital to our national interests, and cyber-attacks on this country are becoming more sophisticated, and bad cyber actors – ranging from nation states, cyber criminals and hacktivists – are becoming more sophisticated and dangerous.”

Later in 2017, DHS revealed that election systems in 21 states, not including Nevada, were the target of scanning and probing by actors linked to the Russian government. Unauthorized access to a voter registration system database occurred in at least one state. More recently, current DHS Secretary Kirstjen Nielsen told the Senate Select Committee on Intelligence in March 2018 that the 2018 midterms and future elections are “clearly potential targets for Russian hacking attempts.”

Election security is an extremely important issue that has received much public and media attention over the last two years. Election security has always been an important issue for the Secretary of State’s office, but recent attempts by malicious actors to gain unauthorized access to election systems and influence elections in this country have caused the office to put even greater emphasis on security in order to ensure elections in Nevada are transparent, accessible, and fair.

In March 2018, the Secretary of State's office received a \$4.5 million HAVA Election Security Grant to improve the administration of elections for federal offices and to enhance technology and make certain election security improvements. Among other things, the Secretary of State's office is using this funding to add two new security-focused positions to the Elections Division, purchase an Intrusion Detection System (IDS) for all 17 county election offices, enhance post-election auditing, and make security upgrades to the statewide voter registration system. Full details of Nevada's HAVA Election Security Grant Spending Plan can be found on the U.S. Election Assistance Commission's website at [www.eac.gov](http://www.eac.gov).

The Secretary of State's office also sought and was awarded a competitive grant through the Nevada Department of Emergency Management in the amount of approximately \$105,000. This grant will increase the cybersecurity of county voter registration networks through IDS and netflow monitoring and analysis that provide users with a near real-time automated process that identifies and alerts on traditional and advanced threats on a network.

## **NEW VOTING MACHINES**

The 2017 legislature approved Assembly Bill 519, which appropriated \$8 million to the Secretary of State's office to grant Nevada's 17 counties funding for the purchase of new voting machines and related equipment. Of the total, the bill required \$4.5 million be granted to Clark County, \$1.7 million be granted to Washoe county, and \$1.8 million be granted to the remaining 15 counties. A formula was used to allocate the \$1.8 million so that each county received approximately 50 percent of the total replacement cost.



In FY 2018, all 17 counties in Nevada purchased new voting machines using a combination of the AB 519 grant funds and county funds. All counties except Carson City purchased a Direct-Recording Electronic (DRE) system with a Voter Verifiable Paper Audit Trail (VVPAT) from Dominion Voting Systems (DVS). Carson City purchased a Ballot-Marking Device (BMD) system with paper ballots and digital scanners from Election Systems and Software (ES&S). Both the DVS and ES&S systems have been certified for use in Nevada by the Secretary of State's office.

All counties statewide used their new voting machines for the 2018 primary election, and will again use the new voting machines for the 2018 general election.

### **ELECTION PERFORMANCE INDEX (EPI)**

After every federal election, the Election Data and Science Lab at the Massachusetts Institute of Technology (MIT) compares election administration policy and performance in all 50 states and Washington, DC in order to produce the Elections Performance Index (EPI). The EPI is made up of 17 indicators, including voting wait time, voter turnout, and mail ballots rejected. The goal of the EPI is to help policymakers, election administrators, and other citizens compare the performance of elections across states and time and identify potential problem areas that need to be addressed. More information about the EPI can be found at <https://elections.mit.edu/>.

For the 2016 general election, Nevada ranked 6th out of 50 states and Washington, DC in the administration of the election. Nevada's composite score was 82 percent, which was only four percentage points behind the number one ranked state (Vermont) and five percentage points higher than Nevada's composite score for the 2012 general election. Nevada scored particularly well on residual vote rate (a measure of voting machine performance), the number of mail ballots accepted, and the return rate of military and overseas ballots. The State also scored well on the availability of election-related technology, such as online voter registration and voting information lookup tools.

# **OFFICE OF THE SECRETARY OF STATE**

## **SECURITIES DIVISION**

The Securities Division's mission is to protect Nevada investors from securities fraud by licensing investment professionals, registering securities offerings, enforcing the State's securities law, and educating the public through community forums, presentations and the distribution of publications.

In addition to performing securities investigations, the Division's criminal investigators conduct corporate filing and election fraud related investigations in their capacity as sworn peace officers.

The Division recorded annual General Fund revenue of \$28,304,281 in Fiscal Year 2017 and \$29,322,673 in Fiscal Year 2018. These revenues resulted from licensing, registration, inspection and miscellaneous fees, but do not include monies paid as civil fines.

### **LICENSING**

Nevada law generally requires that athletes' agents, transfer agents and any person engaging in the offer or sale of securities, or who provides investment advice for compensation, be licensed with the Nevada Securities Division. Generally, firms conducting business as an investment adviser with more than \$100 million in assets under management register with the Securities and Exchange Commission (SEC) as a Federal Covered Adviser. Firms conducting business in the State of Nevada with less than \$100 million in assets under management must register with the Secretary of State's Securities Division, or be exempt from that registration. A representative of a Federal Covered Adviser with a place of business in Nevada must be licensed by the Division or exempt from licensing.

## REGISTRATION

Companies seeking to offer securities for sale in the State of Nevada must register their offerings with the Division, or comply with an exemption from registration in the Securities Act.

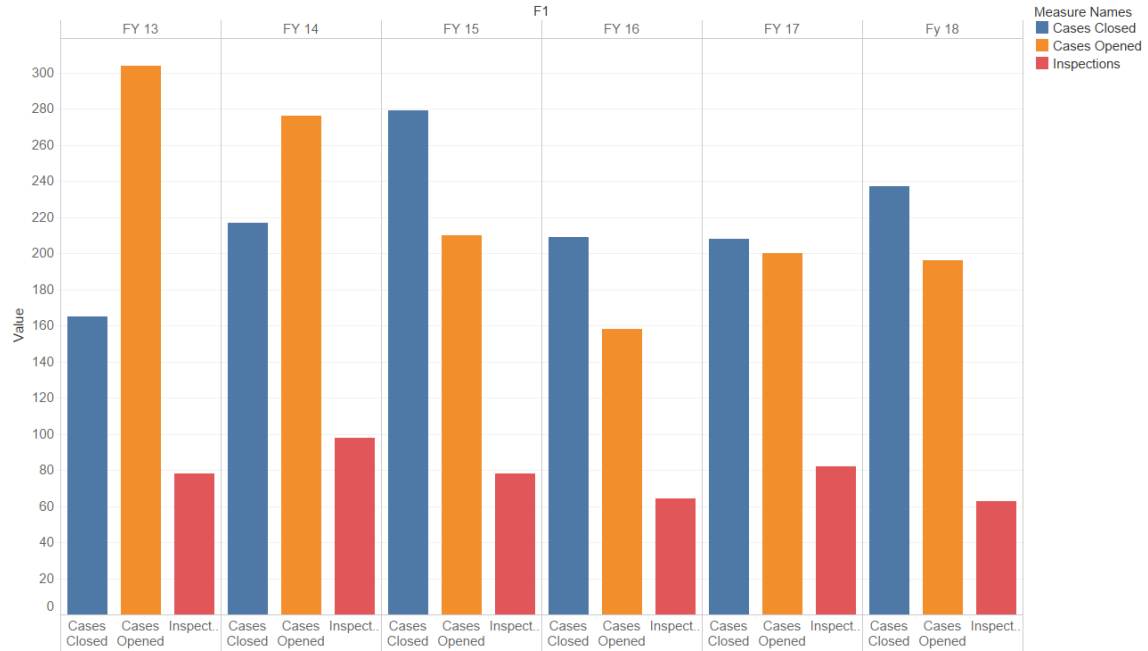
### LICENSING AND REGISTRATION STATISTICS

#### FISCAL YEARS 2013-2018

FISCAL YEAR END	2013	2014	2015	2016	2017	2018
Broker-Dealers	1,787	1,758	1,731	1,691	1,617	1,617
Total Investment Advisers	1,345	1,392	1,460	1,507	1,540	1,579
Sales Representatives	124,573	130,109	135,724	141,230	144,009	149,675
Investment Adviser Reps	3,693	3,922	4,129	4,294	4,530	4,648
Athletes' Agents	11	26	11	9	11	14
Agents of Issuer	72	80	18	38	102	92
Branch Offices	1,182	1,213	1,249	1,293	1,307	1,283
Registrations	99	107	100	97	72	65
Exemption Filings	9,761	10,410	11,129	10,986	11,473	12,945

## CASES OPENED AND CLOSED/ NUMBER OF INSPECTIONS

INVESTIGATIONS AND INSPECTIONS BY YEAR 2013-2018



## ENFORCEMENT STATISTICS: FISCAL YEARS 2017-2018

Enforcement Statistics: Fiscal Years 2017-2018		
	FY 2017	FY 2018
Active cases at the start of FY	372	363
Cases opened	200	196
Cases pending at the end of FY	363	322
Criminal convictions	4	1
Criminal charges	42	13
Restitution ordered to be paid to victims in criminal cases	\$1,302,103.00	\$10,000.00
Restitution collected in criminal cases	\$1,865.92	\$600.00
License revocations / Orders denying licensing / Suspension of licensing	3*	2
Consent orders	6	12
Cease and desist orders	0**	5
Civil penalties	\$19,265.00	\$114,600.00
Ordered restitution or rescission offers accepted or other remediation to investors	\$99,650.00***	\$130,250.00
Number of inspections	106	83
Inspection fees collected and regulatory investigation costs recovered	\$55,991.00	\$56,938.00
Annual revenue	\$28,304,281	\$29,322,673

\*This number includes an Administrative Consent Order in which an investment adviser agreed to not sell securities or investments advice in Nevada; \*\* The majority of Administrative Consent Orders include a Cease and Desist Order, which are not counted in this column; \*\*\* This amount was paid during this Fiscal Year by a broker dealer subject whose order was referenced in the last Fiscal Year's report. The total amount actually paid pursuant to that order was \$ 130,250.00 for FY 16 and 17.

The Securities Division conducts routine and for-cause periodic inspections of Nevada's broker-dealers and investment advisers in order to ensure compliance with the statutory requirements for conducting a securities business in the State of Nevada. Division investigators also review the securities firms' procedures for compliance with SEC rules and the FINRA conduct rules.

In order to ensure the Division employees are prepared in the performance of their duties, investigators and other staff members participated in various training programs offered by the National Criminal Information Center (NCIC), the North American Securities Administrators Association (NASAA), and other law enforcement agencies.

### **ATHLETES' AGENTS**

The Nevada State Legislature adopted the Revised Uniform Athlete Agents Act during the 2017 Legislative Session. Among other things the revised Act broadened the definition of an athlete's agent and it now includes not only anyone who directly or indirectly recruits or solicits a student athlete to enter into a contract of agency, but also includes those who for compensation advise an athlete related to their finances, business pursuits, business affairs or career management. At the close of Fiscal Year 2017, 20 agents were registered or renewed their license. At the close of Fiscal Year 2018, 24 agents were registered or renewed their license.

### **INVESTOR EDUCATION AND PUBLIC OUTREACH**

The Secretary of State's Securities Division staff makes several community presentations concerning the detection and avoidance of fraudulent investment schemes. Additionally, the Division publishes informative materials that are made available to the public on the Secretary of State's website ([nvsos.gov](http://nvsos.gov)), or by request.

Also, working with resources provided by the Investor Protection Trust (IPT), the Secretary of State distributes a series of booklets covering various aspects of investor education.

## **2017 LEGISLATIVE SESSION**

During the 2017 Legislative Session, two bills proposed by legislators were adopted that provided changes to the Securities Division's area of regulation. Senate Bill 383 imposed a statutory fiduciary duty on broker-dealers and investment advisers and their representatives, and Assembly Bill 372 adopted the Revised Uniform Athlete Agents Act.



# **OFFICE OF THE SECRETARY OF STATE**

## **NOTARY DIVISION**

The Secretary of State's Notary Division is responsible for appointing, training, and regulating notaries public in the State of Nevada. There are over 25,000 notaries public who serve the residents of Nevada by providing such services as taking acknowledgements, executing jurats, administering oaths and certifying copies. During Fiscal Years 2017 and 2018, 12,929 notary appointments were granted. Notaries public serve in law firms, title companies, banks, government offices, and other private businesses.

The Notary Division also responsible for providing authentication of notary signatures, known as apostilles or certifications, which are typically used to authenticate documents to be presented in foreign countries. Apostilles and certifications can only be issued by the Secretary of State's office. During Fiscal Years 2017 and 2018, the Notary Division issued 29,166 apostilles.

## **WEBSITE**

The Notary Division's forms and information are available on the Secretary of State's website, [www.nvsos.gov](http://www.nvsos.gov). The Division's section of the website includes a link to Online Notary Training, all notary forms and applications, information on how to become a notary public, an explanation of notary duties and commonly asked questions. The ease and availability of pertinent information to clients has helped the Notary Division maintain a five-day turnaround for signature authentication and a seven-day timeframe for the processing of notary applications.

## **EDUCATION AND OUTREACH**

During Fiscal Year 2016, the Notary Division developed and implemented its online training program for new and renewing notaries public and thus virtually negated the need for live, in-person classes. This online course offers notary applicants and renewing notaries public a flexible option for training that allows them to take and complete their training according to their own schedules. Since its implementation in December of 2015, more than 20,600 Nevada notaries public and individuals seeking notary appointments have completed the course. The Division is currently developing training for electronic notaries public as required by Assembly Bill 413 of the 2017 Legislative Session.

## **NOTARY ENFORCEMENT & FINES**

By law, the Secretary of State's office is charged with imposing fines for violations of NRS Chapter 240. The average fine for a notary public who does not follow correct statutory procedures is \$200. Infractions such as failure to maintain a notary journal, a legal requirement since 1864, or notarizing the signature of a document signer who does not appear in-person are both subject to maximum fines of \$2,000. Fines collected by the Notary Division during Fiscal Years 2017 and 2018 totaled \$13,940 and \$24,555, respectively.

## **2017 LEGISLATIVE SESSION**

During the 2017 Legislative Session, Assembly Bill 413 was adopted creating the Electronic Notarization Enabling Act. This act revises provisions governing electronic notaries public; authorizing electronic notaries public to perform authorized electronic notarial acts remotely using audio-video communication; establishing provisions concerning electronic documents relating to real property located in this State; authorizing the Secretary of State to require notaries public registering as electronic notaries public to complete an online course on electronic notarization; increasing the amount of the fees authorized to be charged by an electronic notary public for the performance of certain electronic notarial acts and authorizing the collection of a fee to recover certain costs.

The Office is currently developing regulations and system enhancements for the administration, registration and oversight of electronic notaries public.

# **OFFICE OF THE SECRETARY OF STATE**

## **CUSTOMER SERVICE**

The Customer Service Division provides assistance to the general public, businesses, law firms, and other government agencies in a variety of forms and processes in person, by telephone, email or written request from both the Carson City and Las Vegas offices.

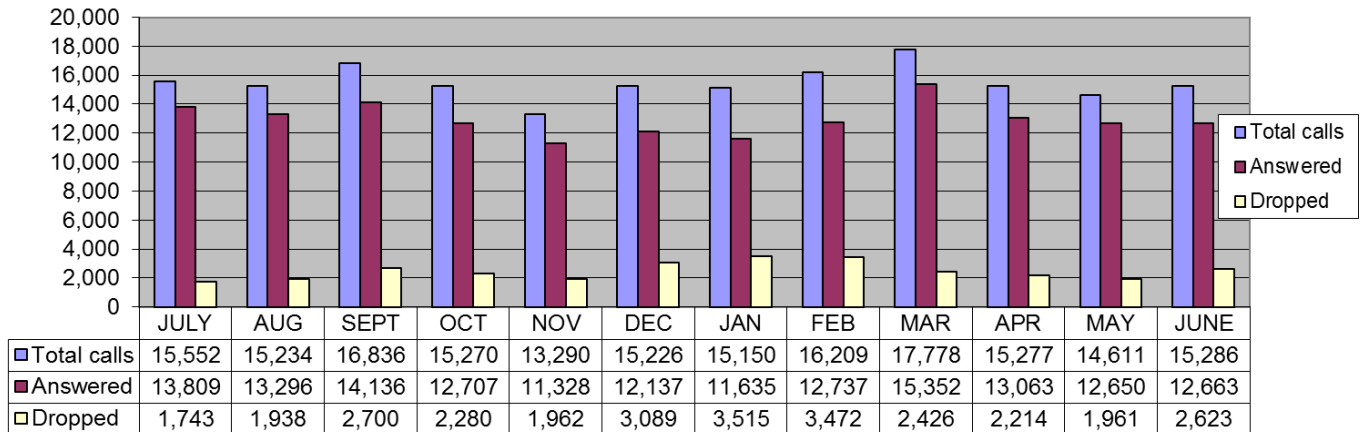
Customer service representatives are trained to assist customers with information in a wide variety of areas, including navigating the website and online filing processes, filing entities, fees, obtaining forms, online services through SilverFlume, Nevada's Business Portal, answering questions with general information and responding to complex inquiries and concerns. The Division also answers general questions about the Notary and Election Divisions or directs customers to the appropriate division within the agency. Although customer service representatives are prohibited by law to give legal advice, staff is trained to direct customers to specific Nevada Revised Statutes that may address their issues.

On a daily basis, representatives answer over 600 calls and 100 email inquiries. The Las Vegas office assists an average of 130 walk-in customers daily. The Customer Service Division strives to give the best possible service to our customers in a professional, courteous and knowledgeable manner.

## July 2015 to June 2018 Phone Stats

Total Calls: 185,719

### 2015-2016 Phone stats



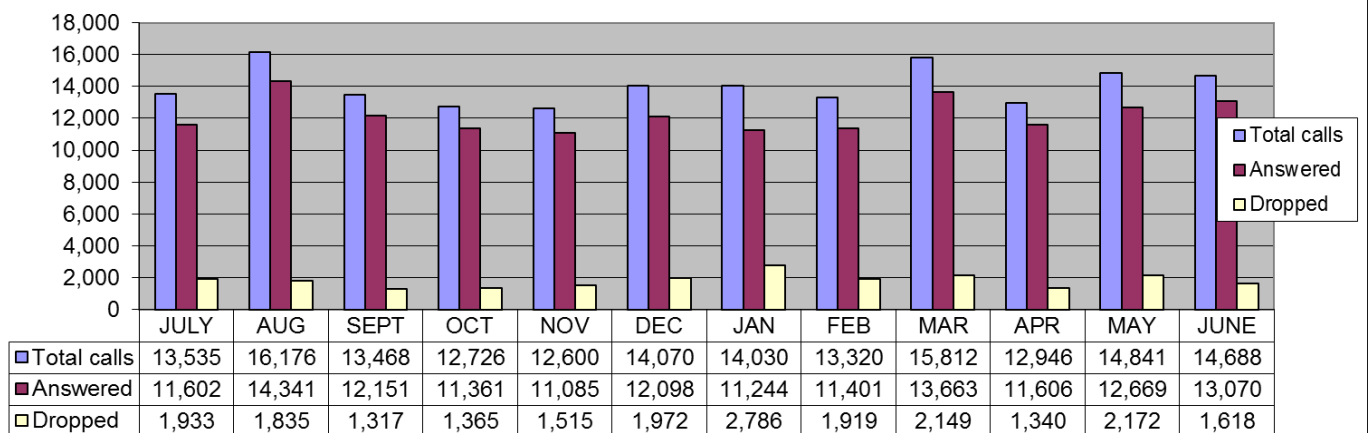
Total Calls Answered: 155,513

Total Dropped Calls: 29,923

\*Dropped calls are terminated by the caller

Answer Rate: 83.74 %

### 2016-2017 Phone stats



Total Calls: 168,055

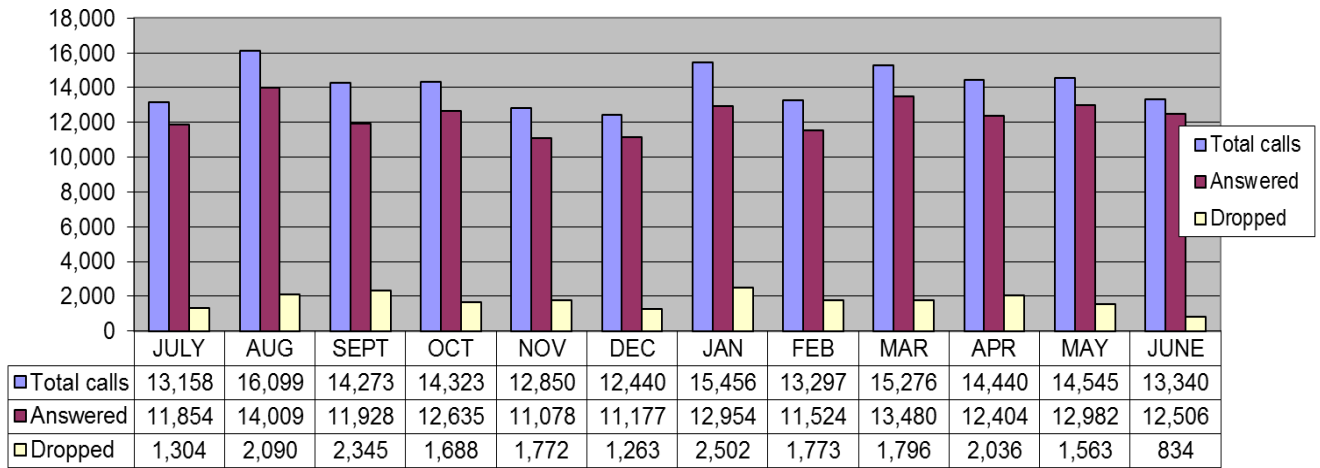
Total Calls Answered: 146,433

Total Dropped Calls: 21,622

\*Dropped calls are terminated by the caller

Answer Rate: 86.97%

### 2017-2018 Phone stats



Total calls: 169,497  
 Total Calls Answered: 148,531  
 Total Calls Dropped: 20,966  
 Answer Rate 87.63%

# OFFICE OF THE SECRETARY OF STATE

## NEVADA (LIVING WILL) LOCKBOX

The “Living Will” Lockbox was rebranded the Nevada Lockbox during the 79th Session of the Nevada Legislature (2017) which added a new registry to the lockbox. Senate Bill 229 (2017) amended NRS Chapter 159 (Guardianships) to allow a person who wishes to nominate another person to be appointed as his or her guardian to do so by completing a form requesting to nominate a guardian. The bill further requires the court to determine whether a guardian has been designated for a person by accessing the Nevada Lockbox established by the Secretary of State. Senate Bill 229 amends NRS Chapter 225 (Secretary of State) adding the Guardianship Nomination form to the list of “other documents” that may be filed in the Nevada Lockbox and ensures that any person who needs access to the Guardianship Registry of the Lockbox does not have access to any other document filed in the Lockbox.

Significant technical enhancements were made to the Nevada Lockbox to accommodate the addition of the Guardianship Registry to the existing Registry of Advance Directives for Healthcare, which was established as a free service to all Nevadans by the 74th Session of the Nevada Legislature (2007). The Advance Directive Registry allows individuals to file certain directives including living wills, powers of attorney, Provider Order for Life-Sustaining Treatment (POLST) and “Do Not Resuscitate” (DNR) orders in a secure, online virtual lockbox. Senate Bill 50 of the 79th session of the Nevada Legislature (2017) created an Advance Directive for Psychiatric Care to be filed in the Nevada Lockbox. Authorized health care professionals and family members or friends designated on the registration agreement by the registrant can access the Lockbox when medical care decisions must be made.

Registrants can file in either one of the registries or both.

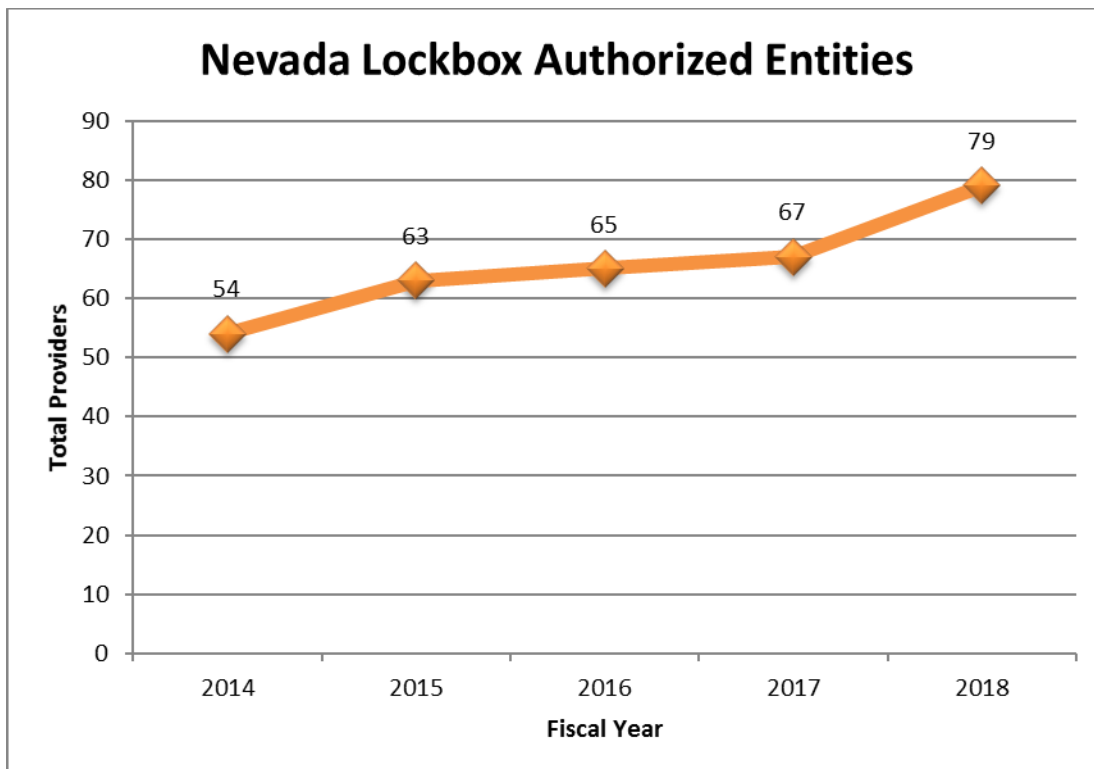
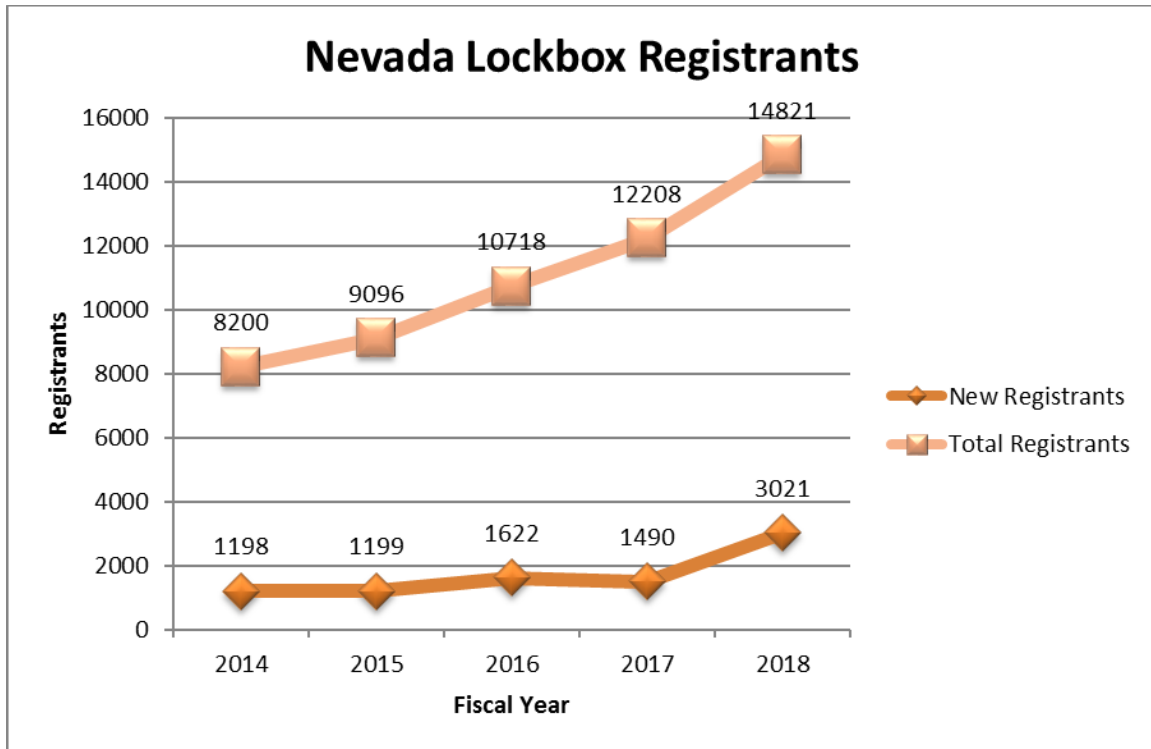
Registered medical providers authorized to access the Advance Directive Registry include hospitals, hospices, physicians, assisted living facilities and medical practices throughout Nevada. Access to the Guardianship Registry of the Nevada Lockbox is limited to the courts of Nevada and law enforcement.

Outreach efforts for the Nevada Lockbox are conducted at health fairs, at “lunch and learn” sessions offered by medical providers, and with community groups. Nevada Lockbox materials are made available at business expos and events at which the Secretary of State participates.

As of June 30, 2015, the Living Will Lockbox had 9,096 registrants and 63 healthcare providers. Living Will Lockbox registrants increased to 10,718 registrants and 65 healthcare providers statewide at the close of Fiscal Year 2016. At the close of Fiscal Year 2018, the Nevada Lockbox had 14,821 active registrants and 79 authorized entities with access.

Further information and forms for this program can be found at [www.Nevadalockbox.nv.gov](http://www.Nevadalockbox.nv.gov).





# OFFICE OF THE SECRETARY OF STATE

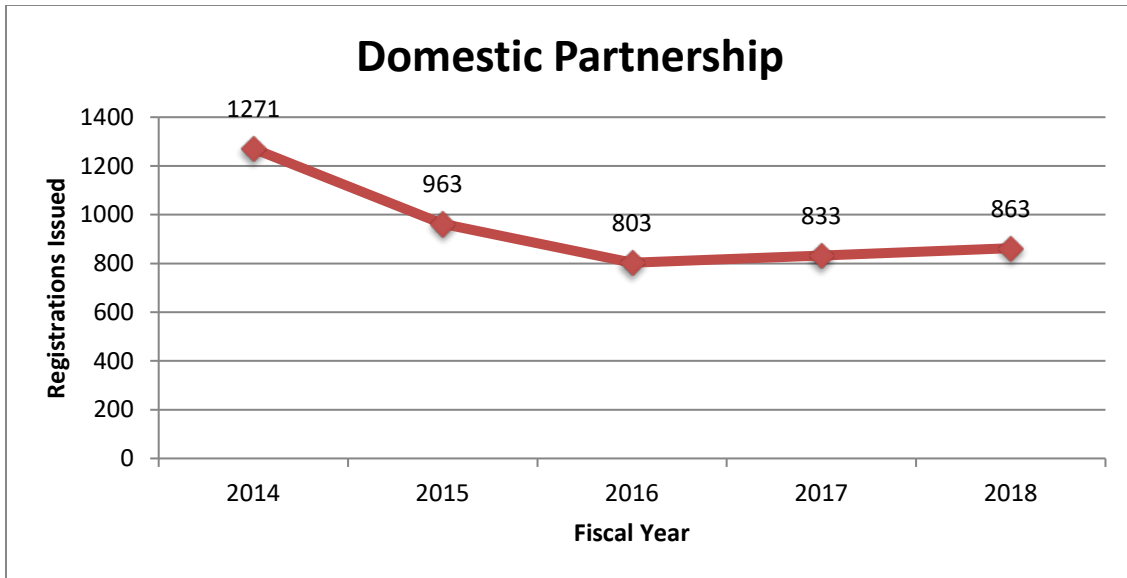
## DOMESTIC PARTNERSHIP PROGRAM

Domestic Partnerships, established in the 75th Session of the Nevada State Legislature (2009) by Senate Bill 283, are civil contracts which grant the same rights, protections, benefits, responsibilities, obligations and duties as any other civil contract. The Secretary of State manages the domestic partnership filings and the Statewide Domestic Partnership Registry.

After a decrease in Domestic Partnership registrations filed in both Fiscal Year 2015 and Fiscal Year 2016, an increase was seen in Fiscal Year 2017 and again in Fiscal Year 2018.

Assembly Bill 227 of the 79th session of the Nevada Legislature (2017) removed the requirement for a Domestic Partnership which was validly formed in another jurisdiction and which is substantially equivalent to a domestic partnership as defined by NRS 122A.040 to be registered in Nevada in order to be recognized in Nevada as a valid Domestic Partnership.

For Fiscal Years 2017 and 2018, the Domestic Partnership Program registered 833 and 863 partnerships, and terminated 140 and 153 partnerships, respectively. Non-General Fund revenue of \$4,185 was generated by filings, terminations, expedite fees, additional certificates and ceremonial certificate fees.

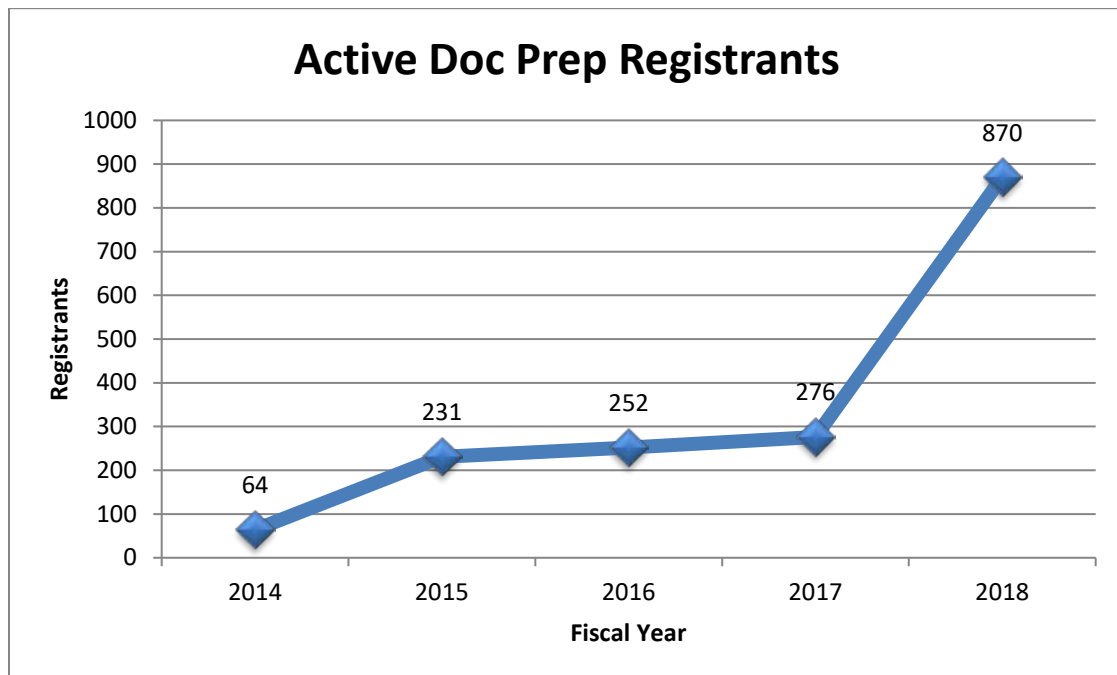
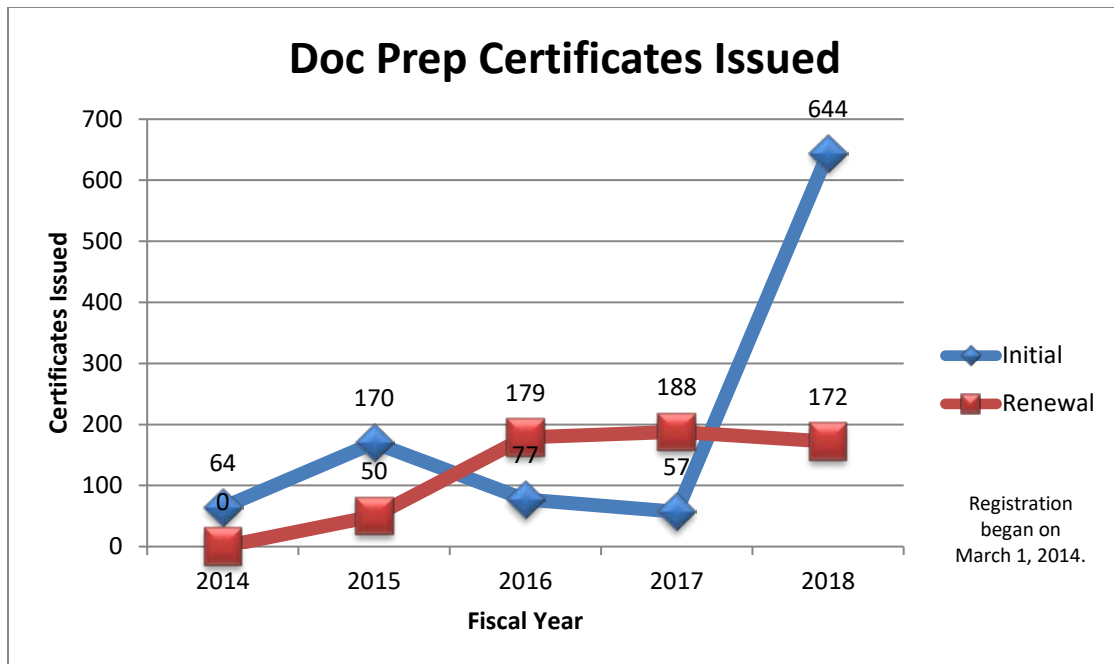


# OFFICE OF THE SECRETARY OF STATE

## DOCUMENT PREPARATION SERVICES

The requirement for registration to perform document preparation services took effect March 1, 2014. The registration and compliance focus of the program in the first two years was primarily to bring individuals into compliance with the requirement to register, which includes maintaining a \$50,000 surety bond. The statute was amended by Assembly Bill 324 in the 79th session of the Nevada Legislature (2017) to clarify the definition and to remove the exclusion of enrolled agents to practice before the internal revenue service from registration. AB 324 clarified that a “paralegal” works under the direct supervision of a licensed attorney and prohibits a registrant from using the term “paralegal” or “legal assistant” which implies that the registrant is acting under the direction and supervision of an attorney licensed to practice in this State. In addition, AB 324 established an application fee for the initial registration and renewal.

Document Preparation Services Program operates with one Compliance Investigator, and an Administrative Assistant who processes registration applications, monitors that surety bonds remain in force, and assists with the intake for complaints received. 31 new investigations were opened in Fiscal Year 2018, bringing the total open caseload to 108 cases.



# **OFFICE OF THE SECRETARY OF STATE**

## **OPERATIONS DIVISION**

The Operations Division of the Secretary of State's office is responsible for information technology, accounting, budgeting, purchasing, agency contracts, personnel and human resources functions, and various special projects. The Deputy Secretary of State for Operations oversees all areas of the Operations Division.

### **INFORMATION TECHNOLOGY**

The Secretary of State's Information Technology (SoS IT) team is comprised of 21 full-time professionals who support application development, network systems, databases, internet services and general internal technology needs. SoS IT serves as the technology backbone of the office, developing innovative solutions that serve both internal and external customers, offering online services, paperless solutions and streamlining of workflows.

The Project Management Office (PMO) of SoS IT employs industry standard methodologies as defined by the Project Management Book of Knowledge (PMBOK) and the Business Analyst Book of Knowledge (BABOK) in the management and guidance of the many information technology solution development projects required by the office on an annual basis. At any given time, the PMO team manages between 4 and 10 IT-related projects for the agency.

In addition to maintaining the Electronic Secretary of State (e-SoS) business filing, document scanning and payment processing system, SoS IT supports 90 additional software programs and 49 Web services. SoS IT manages over 500 development, test, User Acceptance Testing (UAT), and production databases. The applications, services, and databases are all part of the SoS IT infrastructure with over 200 servers, network switches, and more than 500 terabytes of storage capacity. All applications, databases, and Web services are maintained in strict adherence with the State's security policies, with even more stringent security measures implemented where necessary. SoS IT leverages the State's multi-tiered security architecture to control access to servers and systems and combines those protections with a multi-tiered application development strategy that further isolates critical data and business logic from exposure. Although there are many applications in use by SOS staff, our customers and Nevada citizens, following is a list of the most widely used SOS applications and services.

### **SoS IT Applications and Services Available to the Public**

#### **BUSINESS SERVICES**

- eSoS Commercial Recordings Online Business Filings
- State Business License
- Business Entity Search
- Registered Agent Services
- Online Trust Account System
- Online Services Account Management
- UCC Filings
- Bulk Data Downloads
- Registered Securities Broker-Dealers

#### **ELECTIONS**

- Aurora Campaign Finance
- Online Voter Registration
- Political Action Committee Reports
- Candidate Services
- Election Night Reporting
- Abstract of Vote Search
- MyVoterFile
- Statewide Voter Registration List
- Bulk Data Downloads
- Effective Absentee System for Elections (EASE) – voter registration and electronic ballot delivery

#### **GENERAL SERVICES**

- Official nvsos.gov Website
- Living Will Lockbox
- Notary Application
- Notary Training
- Statewide Notary List
- Suspended Notaries
- Document Preparation Services Application
- Document Preparation Services Entity Search
- SoS Subscription Service
- Marriage Officiant Database

SOS IT, along with agency management, is engaged in oversight of the approximately \$22 million project designated to replace the now 17 year-old e-SoS application. Funds for this project were made available through a Technology Investment Request (TIR) approved in the 78th (2015) Session of the Nevada Legislature.

SoS IT provides general office technical support and training to our employees and is responsible for drafting and maintaining approximately 260 internal and external paper and electronic forms used by the office to service our customers and constituents.

With nearly 180,000 unique visitors every month, [www.nvsos.gov](http://www.nvsos.gov) offers a variety of electronic services and public and business-related information. This key tool has allowed Nevada business owners and their representatives, international customers, political candidates and observers, and the general public to access, at any time, information and business functions provided by the Secretary of State's office.

## **ACCOUNTING**

Accounting is responsible for managing the office's annual budget expenditures and revenue. Accounting staff process daily bank deposits; reconcile accounts; oversee 500+ customer trust accounts; process accounts payable and receivable; manage vendor contracts; develop the office's biennial budget request; prepare monthly and annual revenue analysis and reports; maintain and manage grant funds and reporting; establish and monitor the Secretary of State's internal controls; and prepare fiscal impact analysis for programs and proposed legislation. The Division works with the Legislative Counsel Bureau and the Governor's Finance Office to project and monitor General Fund revenues and satisfy various fiscal and revenue reporting requests.



# OFFICE OF THE SECRETARY OF STATE

## CIVICS EDUCATION AND OUTREACH

Secretary Cegavske has been a member of the Education Commission of the States (ECS) since 1997 and served on the Executive Board of the National Center for Learning and Civic Engagement (NCLCE) from the time she took office in 2015 to the dissolution of the group at the end of 2017. The NCLCE was a center within the Education Commission of the States committed to strengthening civic learning and engagement opportunities for students across the country. In 2017, Secretary Cegavske became a Fellow with the Hunt-Kean Leadership Fellow Program, a division of the Hunt Institute. The program provides senior-level elected officials the opportunity to witness successful education policies and practices in various areas of the country in an effort to help them develop visions for educational outreach and improvement.

The promotion of civics education and outreach in Nevada schools is a top priority of Secretary Cegavske's administration. The Secretary and her staff visit schools to talk about the duties of the Secretary of State, to read to young students, and to promote voter registration and civic engagement to high school students.

Secretary Cegavske established the Helen J. Stewart award in 2016 to recognize any Nevada high school that achieves voter registration of 85% or more of eligible students in their senior class. In spring of 2017, one charter high school received the award. In spring of 2018, four high schools received with the award: one charter, one magnet, one public and one private.

Assembly Bill 465 of the 79th Session of the Nevada Legislature (2017) amended the make-up and requirements for the Advisory Committee on Participatory Democracy (NRS 225.200-225.270). Secretary Cegavske appointed eight members to serve. The Advisory Committee has been meeting to advise and make recommendations concerning outreach and promotion of civic engagement in Nevada.

Secretary Cegavske served on the Nevada Civics Education Initiative Committee, whose mission it was to place a greater emphasis on civics knowledge and engagement of Nevada high school students. The Committee supported Senate Bill 322 (70th Nevada Legislative Session), regarding the administration of an examination comprised of questions contained in the civics portion of the naturalization test adopted by the United States Citizenship and Immigration Services of the Department of Homeland Security.

# OFFICE OF THE SECRETARY OF STATE

## BIOGRAPHY OF BARBARA K. CEGAVSKE



Barbara Cegavske was elected as Nevada Secretary of State in 2014 and assumed office on January 5, 2015. With more than 33 years of combined public service and small business experience, Cegavske brings a unique blend of business acumen and legislative expertise to the Secretary of State's office.

Cegavske entered public service in 1996 when she was elected to serve in the Nevada Assembly representing Clark County District 5 for 3 consecutive terms. In 2002, Cegavske ran for and successfully won a State Senate seat for Clark County District 8. She served 3 full terms before assuming the role of Secretary of State.

During her time in the Nevada Legislature, Cegavske assumed leadership roles as Co-Assembly Assistant Minority Floor Leader, Assistant Assembly Minority Whip, Senate Minority Whip, and Senate Assistant Minority Leader. She also chaired the Senate Committee on Legislative Operations and Elections for three legislative sessions and was Vice-Chair of the Senate Committees on Human Resources and Education; Human Resources and Facilities; and Legislative Affairs and Operations. In all, Cegavske served in 9 regular sessions and 13 special sessions of the Nevada Legislature.

Her accomplishments as Secretary of State include: working with the Legislature to procure funding for the replacement of Nevada's voting systems, expanding services provided by SilverFlume, Nevada's Business Portal; administering the 2016 Election which earned an Election Performance Index (EPI) of 6<sup>th</sup> in the country for election administration; establishing the Helen J. Stewart award recognizing Nevada's high schools achieving an 85% rate or higher in registering eligible voters in senior classes; increasing efficiency in the Criminal Investigation Unit of the Securities Division; implementing online training for notaries public; working closely with the judiciary in establishing the Guardianship Registry with the Nevada Lockbox program; and developing and implementing the overhaul of the electronic commercial recording system – set to be completed in the Spring of 2018.

As a daughter of small business owners, Cegavske rolled up her sleeves and pitched in with her siblings after school and during summer vacations to help the family business. Her introduction to the free market system proved to be valuable firsthand knowledge when she and her husband Tim became owners of a 7-eleven franchise. Over the course of 13 years, the Cegavske faced daily challenges but also experienced the rewards of employing fellow Nevadans and contributing to the State's economy. They also learned about onerous regulations that placed burdens on their business and disincentives for a business to be able to grow and thrive.

Born and raised in Minnesota, Cegavske has been a proud Nevadan for the past 44 years. She and her husband, Tim, have been married for 38 years and have two sons, Adam and Bret, who graduated from UNR and UNLV respectively and are raising their own families in Las Vegas. Cegavske and her husband are the proud grandparents of six grandchildren.

# OFFICE OF THE SECRETARY OF STATE

## EXECUTIVE STAFF

The Secretary of State's Executive Staff is comprised of Secretary of State Barbara Cegavske; Chief Deputy Scott Anderson; Deputy for Southern Nevada Gail Anderson; Deputy for Securities Diana Foley; Deputy for Operations Craig Kozeniesky; Deputy for Commercial Recordings Kimberley Perondi; Deputy for Elections Wayne Thorley; Public Information Officer Jennifer Russell and Executive Assistant Maria Tello-Magana.

Each of the deputies is a sworn officer and is responsible for overseeing all functions of the Constitutional Office as well as managing their respective divisions and to carry out the duties of the Secretary of State as prescribed by law and the State Constitution.

**Scott W. Anderson** was named Chief Deputy Secretary of State in November 2014. He is responsible for implementing agency policies, carrying out Secretary Cegavske's mandates and policies, administering the agency's budget, overseeing all agency personnel, and acting on behalf of the Secretary of State when necessary.



Mr. Anderson served as the Deputy Secretary of State for Commercial Recordings from September 1997 to his promotion to Chief Deputy in 2015. He served on the governing board for the International Association of Commercial Administrators (IACA) for seven years and served as the IACA president in 2006. He also serves on the boards of directors and in advisory capacities for several nonprofit organizations.

Mr. Anderson is a Certified Public Accountant and prior to joining the Secretary of State's office, served as the Chief Financial Officer for a local manufacturing business. Mr. Anderson received his undergraduate degree in business administration from the University of Nevada, Reno.

**Gail J. Anderson** was appointed Deputy Secretary for Southern Nevada in January 2015. As deputy for Southern Nevada she oversees the daily operation of the Las Vegas office, and is the Secretary of State's liaison to the Southern Nevada community.



Ms. Anderson's service with the State of Nevada began in 1996 and she has held a number of high level positions with the State's Department of Business and Industry, including Deputy Director; Deputy Commissioner, Division of Insurance; Administrator, Real Estate Division and Education Officer, Real Estate division. Ms. Anderson holds a Bachelor of Arts Degree in English from Seattle Pacific University and a Master of Education Degree from the University of Nevada, Las Vegas. Active in both the real estate and education communities, Ms. Anderson earned Emeritus status with the Association of Real Estate License Law Officials (ARELLO) in 2015, serves on the ARELLO Foundation Board of Directors, the trinity international schools board of directors and as director of the Trinity Educational Foundation.

**Diana J. Foley, Esq.** was appointed Securities Administrator in December 2011 and appointed Deputy Secretary for Securities following the 2017 Legislative Session. She oversees the Securities Division of the Secretary of State's office and is the chief regulator of the Securities industry in Nevada. The Securities Division pursues both criminal and civil penalties for violation of Nevada's securities law, and licenses firms and individuals engaged in the sale of securities, including those who provide investment advice for compensation.



Ms. Foley began her career as a prosecutor in Utah and has a wide range of experience in entity formation, transactions and civil litigation. She has practiced law in Las Vegas since 1985, most recently with the law firm of Foley & Oaks, PC. Ms. Foley previously served as a member of the Disciplinary Board of the Nevada State Bar and the Chief of Enforcement for the Securities Division. She received her Juris Doctorate from the University of Utah, College of Law in 1983, where she distinguished herself as the Traynor Moot Court Champion, 1982 and the Chancellor of the Moot Court Board, 1982-1983. Ms. Foley clerked for the Honorable Donald M. Mosley, Eighth Judicial District Court, Clark County Nevada from 1984-1985. Ms. Foley is a member of the Nevada Bar (active), California Bar (inactive) and Utah Bar (inactive).



**Craig Kozeniesky** was appointed Deputy Secretary of State for Operations in April 2018. He is responsible for managing the internal functions of the Secretary of State's office such as the agency's budget, personnel management, information technology systems and facilities management.



Mr. Kozeniesky served nearly 28 years in the U.S. Marine Corps as an infantry and special operations officer and retired as a colonel. Among his assignments, which included multiple combat tours to Iraq and Afghanistan, he managed worldwide USMC operations through a 24/7/365 Marine Corps Operation Center in the Pentagon; served as the commander of the Marine Corps base in Camp Fuji, Japan and participated in relief operations after the earthquake and tsunami disaster in 2011; and served as the Military Assistant to the Deputy Undersecretary of the Navy. More recently, he worked with Corps Solutions, LLC as a training unit commander and staff mentor and trainer at the Mountain Warfare Training Center. He holds a BA in Political Science from University of New Mexico and is a Foreign Policy Fellow from the Massachusetts Institute of Technology Seminar XXI Program. He brings to the office experience in leading large-scale projects and teams of military, civilian and contract personnel, and working with large federal and military budgets.



**Kimberley Perondi** was appointed Deputy Secretary for Commercial Recordings in September 2016. Deputy Perondi is responsible for overseeing the Division that processes and maintains the documents of more than 375,000 business entities on file with



the Secretary of State's office. She supervises staff in both the Carson City and the Las Vegas offices of the Secretary of State. She assists the Secretary of State in developing, reviewing and presenting legislation pertaining to the Commercial Recordings Division, working with legislators, the Business Law Section of the State Bar Association and the Nevada

Resident Agents Association.

Ms. Perondi's public service career began in 1993 with the Nevada Department of Taxation. In 1997 she joined the Department of Administration and served in various roles, including Assistant Chief Procurement Officer for the Purchasing Division, where she managed large-dollar contracting activities and statewide procurement practices. After 18 years, Ms. Perondi moved to the Governor's Finance Office and worked as part of the education and workforce team in the oversight of Department of Education and Department of Administration budget development and management.

Ms. Perondi holds an Associate's Degree in General Business and is a graduate of the Nevada Management Academy Program. As former CFO of her family's property management corporation, as well as having owned her own business, Ms. Perondi brings a balanced perspective to her position of the needs of business owners and government.

**Wayne Thorley** is the appointed Deputy Secretary of State for Elections and is responsible for administering the State's election process including enforcing state and federal election laws and procedures and the Help America Vote Act (HAVA). Mr. Thorley has extensive knowledge on a wide range of elections-related topics including campaign finance, military and overseas voting, voter registration, ballot initiatives and referenda, and voting systems. Mr. Thorley serves on the executive board of the National Association of State Election Directors (NASED), and he is also the Treasurer of the Electronic Registration Information Center (ERIC).



Prior to joining the Secretary of State's office, Mr. Thorley worked for the Nevada Legislative Counsel Bureau for six years where he held a variety of jobs from Senior Research Analyst to Fiscal Program Analyst. He has served a wide range of policy interests, including the Assembly and Senate Committee on Commerce and Labor; the Senate Committee on Energy, Infrastructure and Transportation; the Legislative Commission's Subcommittee to Review the U.S. Department of Labor's Report On The Nevada Occupational Safety and Health Program; the Legislative Committee for the Review and Oversight of the Tahoe Regional Planning Agency and Marlette Lake Water System; and the Task Force on K-12 Public Funding. Mr. Thorley received his undergraduate and graduate degrees in economics from the University of Nevada, Las Vegas.

**Jennifer A. Russell** serves as Public Information Officer for the Secretary of State and is responsible for handling media inquiries, public records requests, press releases and social media for the agency.



Ms. Russell spent the majority of her career working for her family's Hotel/Casino business in Carson City. She joined the Secretary of State's office in 2015 as Executive Assistant to the Secretary before being promoted to Public Information Officer. She hails from a prominent Nevada family and is the granddaughter of former

Governor Charles H. Russell. A native of Northern Nevada, Ms. Russell earned her Bachelor of Arts Degree in Communication Studies from the University of California, Santa Barbara, and her Master's Degree in Hotel Administration from the University of Nevada, Las Vegas.

Executive Assistant **Maria Tello-Magana** provides administrative support to the Secretary of State and Chief Deputy and manages all functions of the executive office. Ms. Tello-Magana earned her Associate of Arts degree from Western Nevada College. She started her career in the Customer Service Division of the Secretary of State's office then served briefly for the Governor's office before returning to the Secretary of State in the role of Executive Assistant.



Revenue Source	Sub	FY 2017	FY 2018
<b>GENERAL FUND SOURCES</b>			
<b>3105 - UCC</b>			
	8A-Financing Stmt	\$ 779,194.00	\$ 832,610.00
	8B-Change	\$ 545,070.00	\$ 571,230.00
	8D-Fed Tax Liens	\$ 95,282.00	\$ 89,460.00
	8E-Certifications	\$ 1,660.00	\$ 1,880.00
	8F-Form Sales	\$ 166,096.00	\$ 193,392.00
	8G-Correction Stmt	\$ 540.00	\$ 180.00
	8H-Info Request	\$ 250,830.00	\$ 253,430.00
<b>TOTAL - UCC</b>		<b>\$ 1,838,672.00</b>	<b>\$ 1,942,182.00</b>
<b>3129 - NOTARY</b>			
	AP-Apostille	\$ 295,073.00	\$ 288,650.00
	FT-Notary Fines	\$ 13,940.00	\$ 24,555.00
	NY-notary	\$ 233,390.00	\$ 239,753.00
<b>Subtotal - NOTARY DIVISION SERVICES</b>		<b>\$ 542,403.00</b>	<b>\$ 552,958.00</b>
	CC- Certified Copies	\$ 879.00	\$ 842.00
	AK-Acknowledgement	\$ 2,400.00	\$ 1,238.00
	JU-Jurat	\$ 2,823.00	\$ 1,317.00
	OW-Oath	\$ 38.00	\$ 31.00
<b>Subtotal - CUSTOMER SERVICE NOTARY</b>		<b>\$ 6,140.00</b>	<b>\$ 3,428.00</b>
<b>TOTAL - NOTARY</b>		<b>\$ 548,543.00</b>	<b>\$ 556,386.00</b>
<b>3130 - COMMERCIAL RECORDINGS</b>			
	AM-Amendments	\$ 4,059,210.00	\$ 3,948,520.00
	CC-Copies	\$ 2,837,256.00	\$ 2,901,224.00
	CH-Charters	\$ 12,327.00	\$ 13,400.00
	DS-Data Download	\$ 64,219.00	\$ 66,336.00
	MS-Miscellaneous	\$ 60,332.00	\$ 62,255.00
	NF-New Filings	\$ 4,739,450.00	\$ 4,876,250.00
	NR-Name Reservation	\$ 70,175.00	\$ 81,175.00
	RA-Comm'l RA Listing	\$ 87,792.00	\$ 70,673.00
	ST-Status	\$ 59,191,146.00	\$ 61,474,168.00
	SU-Summons	\$ 38,150.00	\$ 30,400.00
	TM-Trademark	\$ 118,660.00	\$ 122,255.00
	UR-Unrefundable	\$ 883,860.00	\$ 634,785.00
	XX-GF Expedite Fees	\$ 2,443,912.00	\$ 2,775,700.00
<b>Subtotal - COMMERCIAL RECORDINGS</b>		<b>\$ 74,606,489.00</b>	<b>\$ 77,057,111.00</b>
<b>3131 - VIDEO SERVICE PROVIDER FILINGS</b>			
	AM-Amendments / Certificates	\$ 2,500.00	\$ 2,750.00
	NF-Applications	\$ 900.00	\$ 2,300.00
<b>TOTAL - VIDEO SERVICE PROVIDER FILINGS</b>		<b>\$ 3,400.00</b>	<b>\$ 5,050.00</b>
<b>3113 - BUSINESS LICENSE</b>			
	BL-Bus License	\$ 51,513,456.00	\$ 57,052,256.00
	BL-Business License (Corp)	\$ 49,009,326.00	\$ 48,086,112.00
<b>Subtotal - BUSINESS LICENSE</b>		<b>\$ 100,522,782.00</b>	<b>\$ 105,138,368.00</b>
	LF-Late Fees	\$ 4,120,950.00	\$ 3,982,800.00
<b>TOTAL - BUSINESS LICENSE</b>		<b>\$ 104,643,732.00</b>	<b>\$ 109,121,168.00</b>
<b>TOTAL - COMMERCIAL RECORDINGS</b>		<b>\$ 179,253,621.00</b>	<b>\$ 186,183,329.00</b>

Revenue Source	Sub	FY 2017	FY 2018
<b>3152 - SECURITIES</b>			
	BD-Broker/Dealer	\$ 498,300.00	\$ 495,150.00
	BR-Branch	\$ 158,450.00	\$ 165,150.00
	EP-Exemptions	\$ 5,310,025.00	\$ 5,328,900.00
	IF-Inspection Fees	\$ 55,991.00	\$ 56,938.00
	IR-Invest Advisor Rep	\$ 576,950.00	\$ 611,160.00
	IV-Invest Advisor	\$ 487,200.00	\$ 500,400.00
	MS-Miscellaneous	\$ -	\$ -
	NA-No Action Letter	\$ 3,400.00	\$ 33,000.00
	RE-Registration	\$ 315,700.00	\$ 260,100.00
	SA-Sports Agents	\$ 6,000.00	\$ 7,000.00
	SL-Sales Rep	\$ 20,892,265.00	\$ 21,864,875.00
<b>TOTAL - SECURITIES</b>		<b>\$ 28,304,281.00</b>	<b>\$ 29,322,673.00</b>
<b>3168 - ELECTIONS</b>			
	CF-Candidate Filing	\$ 250.00	\$ 29,100.00
	CS-Copies	\$ 250.00	\$ -
	MS-Miscellaneous	\$ 6,629.00	\$ -
	VR-Voter Registration	\$ -	\$ -
	PE-Penalties	\$ 12,235.00	\$ 5,975.00
<b>TOTAL - ELECTIONS</b>		<b>\$ 19,364.00</b>	<b>\$ 35,075.00</b>
<b>TOTAL GENERAL FUND SOURCES</b>		<b>\$ 209,964,481.00</b>	<b>\$ 218,161,257.00</b>
<b>NON-GENERAL FUND SOURCES</b>			
<b>1050 DOMESTIC PARTNERSHIP</b>			
GL 3601	BW-Black and white Cert	\$ 795.00	\$ 670.00
GL 3601	CM-Ceremonial Cert	\$ 2,070.00	\$ 2,205.00
GL 3601	DP-Domestic Partnership	\$ 53,065.00	\$ 52,610.00
GL 3601	XX- Expedite Fees	\$ 1,700.00	\$ 3,100.00
GL 3601	TM- Terminations	\$ -	\$ 5,000.00
GL 3601	AM- Amendments	\$ -	\$ 30.00
GL 3601	CP-Copies	\$ -	\$ 70.00
GL 3601	AB –Abstract Records	\$ -	\$ -
GL 3602	DO- Application Fee	\$ -	\$ 66,575.00
GL 3603	DO- Renewal Fee	\$ -	\$ 5,065.00
GL 4326	Interest Earned	\$ 2,794.00	\$ 8,039.00
<b>TOTAL - DOMESTIC PARTNERSHIP</b>		<b>\$ 60,424.00</b>	<b>\$ 143,364.00</b>
<b>1050 LWLB DONATIONS</b>			
GL 4251	Donations Received	\$ -	\$ 0.00
<b>TOTAL - LWLB DONATIONS</b>		<b>\$ -</b>	<b>\$ 0.00</b>
<b>1050 SECURITIES/MISC FEES</b>			
GL 3271	Misc Program Fees	\$ -	\$ 121,612.00
GL 3722	Fees Received	\$ 19,267.00	\$ 0.00
<b>TOTAL - SECURITIES/MISC FEES</b>		<b>\$ 19,267.00</b>	<b>\$ 121,612.00</b>
<b>TOTAL - B/A 1050</b>		<b>\$ 79,691.00</b>	<b>\$ 264,976.00</b>
<b>1051 HAVA</b>			
GL 4326	Interest Earned	\$ 3,771.00	\$ 188.00
<b>TOTAL - B/A 1051</b>		<b>\$ 3,771.00</b>	<b>\$ 188.00</b>
<b>1057 NOTARY TRAINING</b>			
GL 4326	Interest Earned	\$ 1,310.00	\$ 4,123.00
GL 3895	Fees Received	\$ 384,920.00	\$ 369,725.00
<b>TOTAL - B/A 1057</b>		<b>\$ 386,230.00</b>	<b>\$ 373,848.00</b>
<b>TOTAL NON-GENERAL FUND SOURCES</b>		<b>\$ 469,692.00</b>	<b>\$ 517,400.00</b>
<b>TOTAL YTD REVENUES</b>		<b>\$ 210,434,173.00</b>	<b>\$ 218,678,657.00</b>

	FY 2017				
	Appropriation/ Work Program	General Fund Expenditures	Non General Fund Expenditures	TOTAL Expenditures	Amount Reverted/ Balanced Forward
Personnel Services	\$ 9,668,464.00	\$ 9,122,097.36	\$ 16,1225.03	\$ 9,110,872.33	\$ 546,366.64
Out of State Travel	\$ 13,245.00	\$ 11,635.42	\$ 0	\$ 11,632.42	\$ 612.58
In State Travel	\$ 34,858.00	\$ 25,672.27	\$ 0	\$ 25,672.27	\$ 9,185.73
General Operating	\$ 3,670,684.00	\$ 3,558,906.60	\$ 233.34	\$ 3,559,139.94	\$ 11,777.40
Equipment	\$ 34,882.00	\$ 34,562.35	\$ 0	\$ 34,562.35	\$ 319.65
Technology Investment Request	\$17,678,183.00	\$ 4,189,792.61	\$ 0	\$ 4,189,792.61	\$ 0
Election Expenses	\$ 372,763.00	\$ 367,418.70	\$ 0	\$ 367,418.70	\$ 5344.30
Enforcement Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State Business Portal	\$ 716,089.00	\$ 663,062.44	\$ 0	\$ 663,062.44	\$ 53,026.56
Information Services	\$ 1,131,101.00	\$ 1,060,843.64	\$ 3,090.00	\$ 1,073,933.64	\$ 70,257.36
Training	\$ 45,001.00	\$ 27,380.99	\$ 0	\$ 27,380.99	\$ 17,620.01
Victim Assistance <sup>1</sup>	\$ 11,408.00	\$ 11,385.00	\$ 0	\$ 11,385.00	\$ 23.00
NDOT 800 MHZ Radios Cost Allocation	\$ 4,050.00	\$ 4,050.00	\$ 0	\$ 4,050.00	\$ 0
Purchasing Assessment	\$ 2,759.00	\$ 12,759.00	\$ 190.00	\$ 12,948.00	\$ 0
Statewide Cost Allocation	\$ 11,524.00	\$ 11,524.00	\$ 1,019.00	\$ 12543.00	\$ 0
AG Cost Allocation	\$ 11,489.00	\$ 11,489.00	\$ 0	\$ 11,489.00	\$ 0
Notary Training	\$ 457,519.00	\$ 0	\$ 78,929.78	\$ 78,929.78	\$ 378,589.22
Voting Machine Replacement	\$ 563,670.00	\$ 0	\$ 561,079.06	\$ 561,079.06	\$ 2,590.94
OCJA-Evidence Management System	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
EASE	\$ 56,127.00	\$ 2,397.21	\$ 0	\$ 2,397.21	\$ 53,729.79
Statewide Voter Registration	\$ 18,369.00	\$ 0	\$ 14,304.06	\$ 0	\$ 4,064.94
Administration of Elections	\$ 96,972.00	\$ 0	\$ 48,443.37	\$ 48,443.37	\$ 48,528.63
Polling Place/ Election Day Equip	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
RADHC-FEES	\$ 13,098.00	\$ 0	\$ 0	\$ 0	\$ 16,582.00
Forfeitures	\$ 99,533.00	\$ 0	\$ 0	\$ 0	\$ 99,533.00
Securities Out of State Travel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Securities In State Travel	\$ 30,971.00	\$ 27,454.83	\$ 0	\$ 27,454.83	\$ 3,516.17
Securities Operating	\$ 171,366.00	\$ 164,486.58	\$ 0	\$ 164,486.58	\$ ,879.42
Securities Equipment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Securities IT Services	\$ 9,369.60	\$ 9,303.60	\$ 0	\$ 9,303.60	\$ 65.40
Securities Investor Education	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

<sup>1</sup> Victim Assistance Program transferred to Office of the Attorney General as of FY 2016.

	FY 2018				
	Appropriation/Work Program	General Fund Expenditures	Non General Fund Expenditures	TOTAL Expenditures	Amount Reverted/ Balanced Forward
<b>Personnel Services</b>	\$ 10,683,271.00	\$ 9,785,947.05	\$ 176,727.96	\$ 9,962,675.01	\$ 720,413.99
<b>Out of State Travel</b>	\$ 12,226.00	\$ 8,334.53	\$ 0	\$ 8,334.53	\$ 3,891.47
<b>In State Travel</b>	\$ 30,940.00	\$ 26,305.91	\$ 0	\$ 26,305.91	\$ 4,634.09
<b>General Operating</b>	\$ 754,763.00	\$ 748,240.40	\$ 200.00	\$ 748,240.40	\$ 6,522.60
<b>Equipment</b>	\$ 21,360.00	\$ 20,662.50	\$ 0	\$ 20,662.50	\$ 697.50
<b>Technology Investment Request</b>	\$ 6,334,319.00	\$ 2,317,136.85	\$ 0	\$ 2,334,319.00	\$4,017,182.15
<b>Election Expenses</b>	\$ 104,724.00	\$ 76,648.71	\$ 0	\$ 76,648.71	\$ 28,075.29
<b>Enforcement Services</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State Business Portal</b>	\$ 771,756.00	\$ 752,960.63	\$ 0	\$ 752,960.63	\$ 18,795.37
<b>Information Services</b>	\$ 1,375,926.00	\$ 963,319.02	\$ 580.00	\$ 1,956,663.39	\$ 19,153.61
<b>Training</b>	\$ 29,965.00	\$ 17,346.18	\$ 0	\$ 17,346.18	\$ 12,618.82
<b>Credit Card Disc Fees</b>	\$ 3,063,370.00	\$ 2,962,181.49	\$ 0	\$ 2,962,181.49	\$ 101,188.51
<b>NDOT 800 MHZ Radios Cost Allocation</b>	\$ 7,500.00	\$ 7,500.00	\$ 0	\$ 7,500.00	\$ 0
<b>Purchasing Assessment</b>	\$ 6,881.00	\$ 6,881.00	\$ 0	\$ 6,881.00	\$ 0
<b>Statewide Cost Allocation</b>	\$ 12,349.00	\$ 0	\$ 12,349.00	\$ 12,349.00	\$ 0
<b>AG Cost Allocation</b>	\$ 205,475.00	\$ 0	\$ 205,475.00	\$ 205,475.00	\$ 0
<b>Notary Training</b>	\$ 460,750.00	\$ 0	\$ 142,590.85	\$ 142,590.85	\$ 318,159.15
<b>Voting Machine Replacement</b>	\$ 84,867.00	\$ 0	\$ 7,174.92	\$ 7,174.92	\$ 77,692.08
<b>OCJA-Evidence Management System</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>EASE</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Statewide Voter Registration</b>	\$ 26,784.00	\$ 0	\$ 6,784.00	\$ 26,784.00	\$ 0
<b>Administration of Elections</b>	\$ 2,500.00	\$ 0	\$ 2,500.00	\$ 2,500.00	\$ 0
<b>Polling Place/ Election Day Equip</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>RADHC-FEES</b>	\$ 13,098.00	\$ 0	\$ 0	\$ 0	\$ 13,098.00
<b>Forfeitures</b>	\$ 99,533.00	\$ 0	\$ 0	\$ 0	\$ 99,533.00
<b>Securities Out of State Travel</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Securities In State Travel</b>	\$ 37,033.00	\$ 23,037.47	\$ 0	\$ 23,037.47	\$ 13,995.53
<b>Securities Operating</b>	\$ 156,470.00	\$ 135,898.42	\$ 0	\$ 135,898.42	\$ 20,571.58
<b>Securities Equipment</b>	\$ 0	\$ 814.90	\$ 0	\$ 814.90	\$ 0
<b>Securities IT Services</b>	\$ 11,991.00	\$ 5,915.79	\$ 0	\$ 5,915.79	\$ 13,181.21
<b>Securities Investor Education</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Secretary of State  
Nevada State Capitol Building  
101 N. Carson Street, Suite 3  
Carson City, NV 89701  
Phone: 775-684-5708  
Fax: 775-684-5725\***

*\*Fax not to be used for commercial recording/ election report filing*

*Specific fax numbers may be found under Commercial Recordings/ Elections or other appropriate category*

**COMMERCIAL RECORDINGS DIVISION**

**Carson City**

202 North Carson Street

Carson City, NV 89701

Phone: 775-684-5708

Fax: 775-684-5725

General Inquiries Email: [sosmail@sos.nv.gov](mailto:sosmail@sos.nv.gov)

**Las Vegas** *(accepts expedite requests only & State Business License)*

Customer Service Counter, 1st Floor Lobby

2250 Las Vegas Blvd. North, Suite 400

North Las Vegas, NV 89030

Phone: 702-486-2880

Fax: 702-486-2888

[More Commercial Recordings Contact Information](#)

**SILVERFLUME, NEVADA'S BUSINESS PORTAL**

101 North Carson Street, Suite 3

Carson City, NV 89701-3714

Phone: 775-684-5708

Email: [support@nvsilverflume.gov](mailto:support@nvsilverflume.gov)

Website: [www.nvsilverflume.gov](http://www.nvsilverflume.gov)

**ELECTIONS DIVISION**

101 North Carson Street, Suite 3

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**SECURITIES DIVISION**

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North Las Vegas, NV 89030

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**TRADEMARKS**

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