

DEPARTMENT OF BUSINESS AND INDUSTRY
NEVADA HOUSING DIVISION
MANUFACTURED HOUSING
1830 E. College Pkwy, Suite 120
Carson City, NV 89706
Phone: (775) 684-2945 • Fax: (775) 684-2949
mhd.nv.gov

**CERTIFICATE OF EMPLOYMENT
FOR A RESPONSIBLE MANAGING EMPLOYEE (RME) OR SALESPERSON**

To be completed by the owner or corporate officer of the Manufactured Housing licensed company, hiring the Responsible Managing Employee or Salesperson.

Please check the box that applies:

- NRS 489.341(1)(b) Hiring a Responsible Managing Employee or Salesperson
- NRS 489.305(2) Designating a Responsible Managing Employee to supervise a branch office
- NRS 489.341(6) Transferring a license of a Responsible Managing Employee or Salesperson within 10 days of the employee leaving their previous employer. The employee may not act as a Responsible Managing Employee or Salesperson until Manufactured Housing has received this form with the **\$10 transfer fee.**

Name of RME or Salesperson: _____

Licensed Company: _____ MH License #: _____

Address of Company: _____
This is the location where the employee will be working

CITY STATE ZIP

Office phone number, where the employee will be working: _____

I, _____ of _____
PRINT – Owner or Corporate Officer of the Company PRINT - Name of Company

certify that it is my intent to employ the above-named applicant. If a license is issued to the applicant, I will supervise his/her activities while he/she is employed by me.

Signature

Date