

Brady Times

Updated 04/26/2021



Nevada Department of
Public Safety
DEDICATION PRIDE SERVICE

The State of Nevada Point of Contact Firearms Program is open 7 days a week however we are experiencing a high volume of calls. Due to the COVID-19 State Emergency, until further notice all phone lines are open at 8:00am and will be closed at 3:30pm to allow all calls on hold to be processed by 6:00pm daily.

Faxes are being accepted as a means to have background checks conducted, and faxed requests are being entered into the system as quickly as possible based on the volume of faxes received. Currently, the entry time may take up to **three** weeks for processing. **The three business day response time begins *after* the background check has been entered into the system and *not* upon transmission of the faxed 4473.**

You may fax your 4473 with the following information:

- We ask that you include a cover sheet that has the following information on it:
 - Employee Name
 - FFL #
 - Phone #
 - Fax #
 - Email address as another means of communication
 - # of backgrounds being sent
 - Also, please send pages 1, 2 and 3 of the 4473 form and ensure its complete and legible.
 - If you can also include a copy of the person's driver's license, that would be helpful but it's not mandatory.

To avoid duplicate billing, do not duplicate by faxing multiple times or faxing and calling in the same background checks.

The fax number is (775) 687-3289 which is on 24x7. You may experience a busy signal on the fax machine. **The POC Firearms Program staff cannot confirm individual receipt of faxes sent – please set your fax machine program to indicate if your fax has gone through and transmission has been completed.**

If you are faxing in your 4473's, it is paramount that they are completed in full with accurate information. If there is information missing or incorrect information, a Brady examiner will contact you via phone to re-fax the form in. If this happens, the form will be placed in the order in which it was received, not at the front of the line. We are unable to alter the forms for you.

The website information continues to be updated, so please check back often. We are also sending out notifications/updates via email periodically, please let us know if you need to be added the listserv to receive these notification.

The State of Nevada continues to experience issues with its phone lines due to call volume across the state and callers may experience continuous busy signals.

Callers are capped at 10 background checks **per call** to allow other callers on hold to get through. The phone queue is capped to allow staff time to process everyone in queue by the end of the business day.

Phones are open from 8am-3:30pm and anyone in queue before 3:30pm will remain in queue until staff process everyone in the queue.



****Private Party Checks****

The Nevada Department of Public Safety (DPS) will no longer refund charges for private party checks if the brady examiner was not notified prior to the background being conducted. Please note, if you fax in your 4473 forms and the box on the first or third (depending on which version of the 4473 that is being used) page is not checked or it is not written on the top of the form, you will be charged \$25.00 for the check.