

Brady Times

Updated 7-20-2020



Nevada Department of
Public Safety
DEDICATION PRIDE SERVICE

The State of Nevada Point of Contact Firearms Program is open 7 days a week and is currently experiencing a high volume of calls. We thank you for your continued patience.

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 calls on hold to be processed by the end of the business day.

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 is about eight days. **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 due to the current high volume of background requests.

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.

The website information continues to be updated, so please check back often.

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 20 background checks per call to allow 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.



****NEW NOTIFICATION SYSTEM****

The Nevada Department of Public Safety (DPS) has implemented a new means of communication with all Federal Firearms License Dealers in the State of Nevada. If you would like to update your account information with a different email please follow the below:

- Fill out the Brady Update Account Application and Fax or email to DPS.
- Be sure to input a valid email address to receive notification and updates.
- Note: We are not able to update any account information if the below form is not filled out, signed and returned to DPS.
- This form can be found at the below web address:
 - <https://rccd.nv.gov/FeesForms/Brady/Brady/>

Page 3 of this newsletter has an example of the form that needs to be completed in full. These forms can be scanned and emailed to the fiscal unit at ap@dps.state.nv.us or faxed to 775-687-3232.



Nevada Department of Public Safety

Records, Communications and Compliance Division

333 West Nye Lane, Suite 100
Carson City, Nevada 89706
Telephone (775) 684-6262 - Fax (775) 687-3232
ap@dps.state.nv.us
www.rccd.nv.gov

BRADY APPLICANT ACCOUNT UPDATE FORM

(one account per form)

Completed forms can be submitted via mail, e-mail or fax

For use by DPS Fiscal Staff Only

Update Processed By: _____

Date: _____

Company Name: _____

Federal Tax ID #/Social Security Number [] New FFL/RCCD Account Number

If "New", please provide the previous Federal Tax ID#/Social Security Number: _____

Address Change - applies to: [] Physical Location [] Billing Address

Physical Address City - State - Zip

Mailing Address City - State - Zip

Contact Information - applies to: [] Primary [] Secondary [] Billing Contact [] Add [] Delete

Name and Title (printed) Telephone Number

E-mail Address Fax Number

Contact Information - applies to: [] Primary [] Secondary [] Billing Contact [] Add [] Delete

Name and Title (printed) Telephone Number

E-mail Address Fax Number

Terms: Statements will be mailed each month. In order to maintain a current account, the balance in full must be paid within 10 days of the date of the statement. If a credit limit is granted for this application, the account may be suspended if the credit limit is exceeded or if the account is not current. If an account is suspended, services will not be provided until the account terms are satisfied. Any change to organization information including address must be reported within 5 business days.

I, the undersigned, have the authority and am the responsible party to apply for an account on behalf of the Company/ Organization listed above. I agree to the terms listed above and I understand that any credit limit associated with this account is at the discretion of the Department of Public Safety, Records, Communications and Compliance Division.

Authorized Company Representative Signature Date

Authorized Company Representative Name-PRINTED Title

0501RCCD-015a(07/2019rev)
Brady Applicant Account Update Form

