



# NEVADA STATE CONTRACTORS BOARD

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[www.nscb.state.nv.us](http://www.nscb.state.nv.us)

**NRS 624.031** Applicability of chapter: Exemptions. The provisions of this chapter do not apply to:

4. An owner of property who is **building or improving a residential structure on the property for his own occupancy and not intended for sale or lease**. The sale or lease, or the offering for sale or lease, of the newly built structure within 1 year after its completion creates a rebuttable presumption for the purposes of this section that the building of the structure was performed with the intent to sell or lease that structure. *An owner of property who requests an exemption pursuant to this subsection must apply to the board for the exemption. The board shall adopt regulations setting forth the requirements for granting the exemption.*

If you are seeking an exemption from licensure pursuant to NRS 624.031(4) you must complete the following affidavit, obtain the required signatures, and submit the original to the building department with your application for a building permit.

## OWNER BUILDER AFFIDAVIT OF EXEMPTION

I hereby certify that I am the owner of the property listed below, and that I am building or improving a residential structure on this property for my own occupancy and do not intend to sell or lease the property.

Parcel Number: \_\_\_\_\_ Description of Work: \_\_\_\_\_ Type of Permit \_\_\_\_\_

I further acknowledge the following obligations and duties:

- I may not sell or lease this property. If I sell or lease, or offer to sell or lease this property within 1 year after completion, it may be presumed that I have violated the provisions of this exemption and Chapter 624 of NRS.
- I may not hire an unlicensed person to act as my contractor, agent, or construction manager.
- I must directly supervise the construction.
- Any subcontractor(s) working on this project must be properly licensed by the Nevada State Contractors Board.
- **Any person working on my project who is not a licensed contractor must work under my direct supervision and must be employed by me. I must comply with all State and Federal laws as an employer in the State of Nevada, including payroll deductions (FICA and income tax withholding), provide industrial insurance coverage, and pay the required unemployment compensation for that employee.**
- If my project requires the repair, restoration, improvement or construction of a pool or spa, I acknowledge my obligation and duty to comply with the provisions of NRS 624.900 through NRS 624.930 (inclusive).
- I have been informed that NRS 624.900 through NRS 624.930 (inclusive) & NRS 278.573 are available on Humboldt County Website [hcnv.us](http://hcnv.us).

I have read the above owner builder affidavit of exemption and certify that the information provided is true and correct to the best of my knowledge.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Legal Owner of Residential Property (Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Location of Single Family Residence

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

Witness: \_\_\_\_\_