Clear Form

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
DIVISION OF MORTGAGE LENDING
3300 W. Sahara Ave, Ste 285
Las Vegas, NV 89102
702-486-0782
http://mld.nv.gov

DESIGNATION OF QUALIFIED EMPLOYEE

A **"qualified employee"** is designated by a mortgage company and approved by the Commissioner to act on behalf of the licensed company to supervise and control the conduct of the business of the licensee.
A natural person designated as a qualified employee:

1. Is approved by the Commissioner to serve as a qualified employee for the licensed mortgage company;
2. Is licensed in good standing as a mortgage loan originator with the State of Nevada;
3. Is designated by a mortgage company to act on behalf of the company and to supervise the conduct of the business of the mortgage company and the mortgage loan originators and other staff members employed by the company at the licensed location;
4. Will be present at the licensed office location for which he or she is designated the majority of the time that the office is open to the public; and
5. Has at least two years verifiable experience in the business of lending money for real estate or mortgages within the five years immediately preceding the designation (submit copies of two years W-2 verifying compensated employment and a copy of the individual's current resume)

(Qualified Employee will be vetted upon designation)

The undersigned hereby makes application to the Commissioner of the Division of Mortgage Lending for designation of a qualified employee as follows:

Company Information: (Indicate the office to which the QE will be assigned) Mortgage Company Licensee Name:		
MLD License:	NMLS ID:	
Street Address:	City, State and Zip:	
Telephone:	Email:	
FAX:		
Qualified Employee Information:		
Name (First):	Middle:	Last:
Home Street Address:	City, State and Zip:	
Social Security ID:		
Telephone:	Email:	
Is the proposed qualified employee an owner of the company?	☐ Yes	☐ No

Required Items – Proposed Qualified Employee (QE) Checklist:

☐ Verification of two years employment in the last five years in mortgage industry (Copies of W-2s or 1099s and a copy of the individual's current resume)

I, the undersigned, state that I am authorized to sign the within Designation of Qualified Employee on behalf of the Licensee name herein: that I have read and signed said Designation of Qualified Employee and know the contents thereof, and that the statements made therein are true. By signing below, I represent that I have personally completed this Designation of Qualified Employee and verified the information contained herein.

Name of Licensee (Mortgage Company): _____

By: _____ Printed Name: _____

Authorized Signatory (Owner or Principal Officer)

Date: _____