



City of North Las Vegas

WORK CARD – EMPLOYEE LIST

2250 N. Las Vegas Boulevard, Suite 110, North Las Vegas, NV, 89030 (702-633-1520)

Business Name:		Date:	
License Number:			

Please print clearly in blue or black ink and complete all required fields.

Employee Name	Employee Address (Including City, State and Zip Code)	Date of Birth	Work Card Number	Date of Hire

I hereby acknowledge the following:

1. The above information is a complete and accurate list of the current employees for the above named business.
2. All employees must obtain a City of North Las Vegas work card prior to beginning work for the above named business.
3. All employees must maintain a valid City of North Las Vegas work card in order to continue employment with the above named business.
4. Mobile Food Vendors must maintain a current copy of this form on each vehicle operating in the City of North Las Vegas. The form must match that on file at the business location.
5. This form must be submitted at the time of each semi-annual license renewal.
6. This form will not be provided at the time of renewal. It is the responsibility of the licensee to make a copy of the form for their records to submit at the time of renewal or to request a blank form from the Business License Division.
7. Owners, operators and employees working without a valid North Las Vegas work card are subject to citation.
8. Owners who allow employees to work without a valid North Las Vegas work card are subject to citation.
9. Owners who fail to provide the required employee list as required pursuant to North Las Vegas Municipal Code Chapter 5.42 may be subject to citation.

Signed: _____ Title: _____ Date: _____