

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY - REAL ESTATE DIVISION
OFFICE OF THE OMBUDSMAN FOR COMMON-INTEREST COMMUNITIES AND
CONDOMINIUM HOTELS

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OMBUDSMAN INTERVENTION REOPENING
AFFIDAVIT FORM AND INSTRUCTION PAGE

The purpose of this information page is to help you understand the process for requesting the reopening of an intervention case previously filed with the Office of the Ombudsman for Owners in Common-Interest Communities, pursuant to Nevada Revised Statute (“NRS”) 116.760.

1. The original intervention Affidavit must have satisfied all statutory requirements, as stated in NRS 116.760 and administered by the Real Estate Division (“Division”).
2. The documentation submitted in support of the reopening of the case must present new and/or additional information regarding the issues presented in the original intervention sufficient to warrant further exploration.
3. When completing question #3 of the reopening request, you must provide a concise statement of the facts constituting the alleged violation. You may include additional pages. However, the phrase “See Attachment” is ***not*** acceptable and does not satisfy your obligation to provide the Division with a concise statement of the facts.
4. The Ombudsman Intervention Affidavit Reopening Request must be completed in its entirety and notarized, prior to submission to the Office of the Ombudsman.
5. The Division highly recommends submitting your Affidavit by certified mail, return receipt requested, as the Division cannot be held responsible for lost or misdirected mail.

