



STATE OF NEVADA
DEPARTMENT OF WILDLIFE
Data and Technology Services Division
6980 Sierra Center Parkway, Ste. 120 · Reno, Nevada 89511
(775) 688-1500 Fax (775) 688-1987

MEMORANDUM:

SEPTEMBER 5, 2023

To: Nevada Board of Wildlife Commissioners, County Advisory Boards to Manage Wildlife, and Interested Publics

From: Megan Manfredi, Management Analyst III, Data and Technology Services

Title: **Commission General Regulation 509, License and Vessel Product Refunds**

Purpose: The Commission will hold a workshop to consider amending Nevada Administrative Code (NAC) 502 and 488 to allow the Department authority to provide refunds on license and vessel products.

Summary

The Commission will hold a workshop to consider amending Nevada Administrative Code (NAC) 502 and 488 to allow the Department authority to provide refunds on license and vessel products.

Brief Explanation of the Proposed Regulation

The Licensing Division offers clients a variety of license, permit, and vessel related products. As currently written in regulation, tags and hunting licenses are the only refundable products. The Department recommends amending NAC 488 and 502, adding language which would allow for the return of all, or a portion of fees collected on license, permit and vessel related products. The proposed amendment would align business practices with regulation and offer clients a stronger customer service experience.

Recommendation

The Department recommends that the Commission review, amend if needed, and move towards adoption of the proposed regulation.

**PROPOSED REGULATION OF THE
BOARD OF WILDLIFE COMMISSIONERS**

LCB File No. R037-23

September 15, 2023

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: § 1, NRS 488.045 and 501.181; § 2, NRS 501.105 and 501.181.

A REGULATION relating to fees; authorizing the Department of Wildlife to return all or a portion of certain fees collected by the Department; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

Existing law requires the Board of Wildlife Commissioners to establish regulations necessary to carry out various provisions of law governing wildlife and the operation of power-driven vessels. (NRS 501.181) Existing law also: (1) sets forth certain fees to be charged and collected by the Department of Wildlife for activities related to wildlife and the operation of power-driven vessels; and (2) requires the Commission to adopt regulations prescribing certain fees to be charged and collected by the Department for activities related to wildlife and the operation of power-driven vessels. (Chapters 488 and 502 of NRS) **Section 1** of this regulation authorizes the Department to return all or a portion of any fee, other than a nonrefundable fee, collected in error pursuant to the provisions of chapter 488 of NRS or chapter 488 of NAC. **Section 2** of this regulation similarly authorizes the Department to return all or a portion of any fee, other than a nonrefundable fee, collected in error pursuant to the provisions of chapter 502 of NRS or chapter 502 of NAC.

Section 1. Chapter 488 of NAC is hereby amended by adding thereto a new section to read as follows:

1. The Department may return all or a portion of any fee, other than a nonrefundable fee, collected in error pursuant to the provisions of this chapter or chapter 488 of NRS. Any such refund must be made to the person who paid the fee.

2. Refunds made pursuant to the provisions of this section may only be made for errors such as mistakes in purchasing or computation, double payments and similar clerical or ministerial errors.

Sec. 2. Chapter 502 of NAC is hereby amended by adding thereto a new section to read as follows:

1. The Department may return all or a portion of any fee, other than a nonrefundable fee, collected in error pursuant to the provisions of this chapter or chapter 502 of NRS. Any such refund must be made to the person who paid the fee.

2. Refunds made pursuant to the provisions of this section may only be made for errors such as mistakes in purchasing or computation, double payments and similar clerical or ministerial errors.