

Tonopah Office  
101 Radar Road  
PO Box 1111  
Tonopah, NV 89049-1111  
Phone (775) 482-8116  
Fax (775) 482-8111



Pahrump Office  
170 N. Floyd St., Ste. 1  
Pahrump, NV 89060-0107  
Phone (775) 751-6340  
Fax (775) 751-6341  
recorder@co.nye.nv.us  
www.nyerecorder.net

**Office of Nye County Recorder  
Deborah Beatty - Recorder**

**Frequently Asked Questions Regarding Confidential Information  
NRS Chapter 247**

Effective October 1, 2017 updated effective January 1, 2022.

During the 2017 Nevada State Legislative session SB79 authorized certain persons and entities to request that certain personal information contained in the records of the County Recorder to remain confidential.

**What is “Personal information”?**

Personal Information means:

1. The home address of a person;
2. The home address of the spouse, domestic partner or minor child of a person;
3. Any telephone number or electronic mail address of a person; and
4. Any information pertaining to a confidential location maintained by a nonprofit entity in this State for the purpose of providing shelter to victims of domestic violence, but does not include an assessor’s parcel number.

**Who may request that personal information contained in the records of the county recorder be kept confidential effective January 2022?**

1. The following persons may request that the personal information described in subsection 1, 2 or 3 of NRS 247.520 that is contained in the records of a county recorder be kept confidential:
  - (a) Any justice or judge in this State.
  - (b) Any senior justice or senior judge in this State.
  - (c) Any court-appointed master in this State.
  - (d) Any clerk of a court, court administrator or court executive officer in this State.
  - (e) Any county or city clerk or registrar of voters charged with the powers and duties relating to elections and any deputy appointed such county or city clerk or registrar of voters in the elections division of the county or city.
  - (f) Any district attorney or attorney employed by the district attorney who as part of his or her normal job responsibilities prosecutes persons for:
    - (1) Crimes that are punishable as category A felonies; or
    - (2) Domestic violence.
  - (g) Any state or county public defender who as part of his or her normal job responsibilities defends persons for:
    - (1) Crimes that are punishable as category A felonies; or
    - (2) Domestic violence.
  - (h) Any person employed by the Office of the Attorney General who prosecutes or defends actions on behalf of the State of Nevada or any agency in the Executive Department of the State Government.
  - (i) Any person, including without limitation, a social worker, employed by this State or a political subdivision of this State who as part of his or her normal job responsibilities:
    - (1) Interacts with the public; and

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(2) Performs tasks related to child welfare services or child protective services or tasks that expose the person to comparable dangers.

(j) Any county manager in this State.  
(k) Any inspector, officer or investigator employed by this State or a political subdivision of this State designated by his or her employer:

(1) Who possesses specialized training in code enforcement;  
(2) Who, as part of his or her normal job responsibilities, interacts with the public; and  
(3) Whose primary duties are the performance of tasks related to code enforcement.

(l) The spouse, domestic partner or minor child of a person described in paragraphs (a) to (k), inclusive.

(m) The surviving spouse, domestic partner or minor child of a person described in paragraphs (a) to (k), inclusive, who was killed in the performance of his or her duties.

(n) Any person for whom a fictitious address has been issued pursuant to [NRS 217.462](#) to [217.471](#), inclusive.

2. Any nonprofit entity in this State that maintains a confidential location for the purpose of providing shelter to victims of domestic violence may request that the personal information described in subsection 4 of [NRS 247.520](#) that is contained in the records of a county recorder be kept confidential.

3. As used in this section:

(a) "Child protective services" has the meaning ascribed to it in [NRS 432B.042](#).  
(b) "Child welfare services" has the meaning ascribed to it in [NRS 432B.044](#).  
(c) "Code enforcement" means the enforcement of laws, ordinances or codes regulating public nuisances or the public health, safety and welfare.  
(d) "Social worker" means any person licensed under [chapter 641B](#) of NRS.

(Added to NRS by [2017, 1550](#); A [2019, 726](#), [865](#); [2021, 286](#), [665](#), [1262](#), effective January 1, 2022)

### Can the county recorder provide confidential information without a release?

1. Yes the county recorder can provide confidential information for use to the following persons or entities:
  - (a) By any governmental entity, including, without limitation, any court or law enforcement agency, in carrying out its functions, or any person acting on behalf of a federal, state or local governmental agency in carrying out its functions.
  - (b) In connection with any civil, criminal, administrative or arbitration proceeding before any federal or state court, regulatory body, board, commission or agency, including, without limitation, use for service of process, investigation in anticipation of litigation, and execution or enforcement of judgments and orders or pursuant to an order of a federal or state court.
  - (c) By a private investigator, private patrol officer or security consultant who is licensed pursuant to chapter 648 of NRS, for any use authorized pursuant to this section.
  - (d) In connection with an investigation conducted pursuant to

NRS 253.0415 or 253.220.

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- (e) In activities relating to research and the production of statistical reports, if the address or information will not be published or otherwise disclosed or used to contact any person.
- (f) In the bulk distribution of surveys, marketing material or solicitations, if the county recorder has adopted policies and procedures to ensure that the information will be used or sold only for use in the bulk distribution of surveys, marketing material or solicitations.
- (g) By a reporter or editorial employee who is employed by or affiliated with any newspaper, press association or commercially operated, federally licensed radio or television station.
- (h) By a title agent or title insurer acting pursuant to chapter 692A of NRS.
  - 2. Except for a reporter or editorial employee described in paragraph (g) of subsection 1, a person who obtains information pursuant to this section and sells or discloses that information shall keep and maintain for at least 5 years a record of:
    - (a) Each person to whom the information is sold or disclosed; and
    - (a) The purpose for which that person will use the information.

### **How long does it take for my request to be processed?**

Please allow 3 days from the date the Affidavit and Court Order is received by the County Recorder.

### **How long does the record remain confidential?**

Upon sufficient notice to the County Recorder that the real property subject to the court order has been conveyed from a person named in the court order may without further order by the court, terminate the non-disclosure of confidential information or upon notification by the person who obtained the order.

### **Where do I apply to get my personal information to be made confidential?**

Please contact the State of Nevada District Court

## **Nye County Recorder's Office Instructions For Processing – SB 79 Confidential Requests**

These instructions apply to the following:

- ✓ Any Justice or Judge in this State.
- ✓ Any Senior Justice or Senior Judge in this State.
- ✓ Any Court-Appointed Master in this State.
- ✓ Any Clerk of a Court, Court Administrator or Court Executive Office in this State.
- ✓ Any Prosecutor who as part of his or her normal responsibilities defends persons for crimes that are punishable as Category A felonies or domestic violence.
- ✓ Any State or County Public Defender who as part of his or her normal responsibilities defends persons for crimes that are punishable as Category A felonies or domestic violence.
- ✓ The spouse, domestic partner or minor child of any of the persons described above.
- ✓ The surviving spouse, domestic partner or minor child of any of the persons described above who was killed in the performance of his or her duties.
- ✓ Any nonprofit entity in this State that maintains a confidential location for the purpose of providing shelter to victims of domestic violence.
- ✓ Sheriff's Personnel per Nye County Recorder's Office policy.

Please present the certified District Court Order with Affidavit to the Nye County Recorder's Office. Your documents can be presented either in person or mail to the Nye County Recorder's Office located on 170 N. Floyd Street Pahrump, NV 89060 or 101 Radar Road PoBox 1111 Tonopah, NV 89049.

Please include a cover letter or contact card with your contact information i.e. name and telephone number for notification once your request has been processed and completed.

**Please be advised that only those documents identified by their document/instrument numbers in the Affidavit will be made confidential.**

1  
2 Name: \_\_\_\_\_  
3 Address: \_\_\_\_\_  
4 Telephone: \_\_\_\_\_  
5 Fax Number: \_\_\_\_\_  
6 Email Address: \_\_\_\_\_

7  
8 DISTRICT COURT  
9 NYE COUNTY, NEVADA

10 In Re: Matter of the filing of  
11 Affidavits / Orders Pursuant to  
12 (NRS 247, 250, and 293)

13 CASE NO. \_\_\_\_\_  
14 DEPT NO. \_\_\_\_

15  
16  
17 AFFIDAVIT OF \_\_\_\_\_  
18 REQUESTING CONFIDENTIALITY PURSUANT TO NRS 247, 250, and 293  
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**STATE OF NEVADA** )  
 ) ss.  
**COUNTY OF NYE** )

I, \_\_\_\_\_, being duly sworn, depose and say:

1. That I qualify to have personal information that is contained in the records of the County Recorder, County Assessor, and Secretary of State or County/City Clerk be kept confidential pursuant to NRS 247, 250, and 293, as:

**(Check Only One Box)**

- (a) Any Justice or Judge in this State.
- (b) Any Senior Justice or Senior Judge in this state.
- (c) Any Court-Appointed Master in this state.
- (d) Any Clerk of a Court, Court Administrator or Court Executive Officer in this state.
- (e) Any District Attorney or attorney employed by the District Attorney who as part of his or her normal responsibilities prosecutes persons for crimes that are punishable as Category A felonies or domestic violence.
- (f) Any State or County Public Defender who as part of his or her normal responsibilities defends persons for crimes that are punishable as Category A felonies or domestic violence.
- (g) The spouse, domestic partner or minor child of \_\_\_\_\_.  
*(Specify Applicable Name and Job Title)*
- (h) The surviving spouse, domestic partner or minor child of \_\_\_\_\_  
*(Specify Applicable Name and Job Title)*  
who was killed in the performance of his or her duties.
- Sheriff's Personnel - Per Nye County Recorder's Office Policy

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2. That as a result of the information contained above, there is or has been contact with individuals who are suspected of crimes, have been convicted of crimes and are on probation/parole for crimes.

3. That as a result, there is exposure to possible retribution, retaliation, threats, harassment or violence by these negatively affected individuals or their associates.
4. That this exposure creates a special risk of harm at my home.
5. That for my protection, it is necessary to keep confidential my home address, phone

6. (Optional additional space for further justification)

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7. That the home address(es), telephone number(s), and electronic mail address(es) of the person or entity for which this confidentiality shall attach are:

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*(Specify Address(es))*

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*(Specify Telephone Number(s))*

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*(Specify Electronic Mail Address(es))*

8. That the instrument number(s) and parcel number(s) for the above referenced home address(es) are:

*(Specify Instrument Number(s) below)*

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*(Specify Parcel Number Or Personal Property Number)*

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*(Specify Parcel Number Or Personal Property Number)*

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*(Specify Parcel Number Or Personal Property Number)*

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Signed

Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, By \_\_\_\_\_

NOTARY PUBLIC in and for said  
County and State

1  
2 Name: \_\_\_\_\_  
3 Address: \_\_\_\_\_  
4 Telephone: \_\_\_\_\_  
5 Fax Number: \_\_\_\_\_  
6 Email Address: \_\_\_\_\_

7  
8  
9  
10 DISTRICT COURT  
11  
12 NYE COUNTY, NEVADA

13 In Re: Matter of the filing of  
14 Affidavits / Orders Pursuant to  
15 (NRS 247, 250, and 293)

16 CASE NO. \_\_\_\_\_  
17 DEPT NO. \_\_\_\_\_

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28 **ORDER**

29 This matter having been reviewed in chambers on the \_\_\_\_\_ day of \_\_\_\_\_,  
30 20\_\_\_\_, upon the Affidavit Requesting Confidentiality Pursuant to NRS 247, 250, and  
31 293, incorporated by reference, and the court having considered the same, and good  
32 cause appearing therefor, IT IS HEREBY ORDERED, ADJUDGED AND DECREED  
33 that pursuant to NRS 247, 250, and 293 subject to the exceptions delineated in state  
34 law, the County Recorder, the County Assessor, the Secretary of State, and the County  
35 and/or City Clerk shall keep confidential and shall not disclose the personal information  
36 (phone number(s), electronic mail address(es), and home address(es)) of the following  
37 person:  
38 \_\_\_\_\_  
39 \_\_\_\_\_

40 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that this Order  
41 shall remain in effect until further order of this Court, the real property is sold or  
42 conveyed or if the person signs a consent with the County Recorder, the County  
43 Assessor, the Secretary of State, and the County and/or City Clerk to disclose  
44 confidential information pursuant to state law by providing a written sworn statement  
45 made under oath to the respective entity, indicating the manner of said disclosure;

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that upon evidence sufficient to the County Recorder, the County Assessor, the Secretary of State, and the County and/or City Clerk that the real and/or personal property subject to this Order has been conveyed from the person herein named in this Order, the entity may without further order of this Court terminate the non-disclosure of confidential information as delineated herein.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that this Order shall be sealed and access will not be allowed to anyone without a court order.

DATED:

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## District Court Judge

**RECORDED DOCUMENT OWNER'S RELEASE OF CONFIDENTIAL DOCUMENT  
FORM**

This sworn statement made under oath, pursuant to NRS Chapter 247, authorizes the Nye County Recorder's Office to release the documents identified in the following instrument number(s):

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To the following companies, government agencies, or individuals:

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With a mailing address of:

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This authorization will remain in effect from \_\_\_\_\_ to \_\_\_\_\_ or up to three months from signing date.

I understand that by signing this Release Authorization Form, I am authorizing the Recorder's Office to release to the above-named company, agency or individual, the document(s) identified above that would be considered confidential and not otherwise be available to them pursuant to NRS Chapter 247 and the applicable court order.

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(Signature)

(Phone Number)

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(Print or Type Name Here)

Notary Acknowledgment Statement

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Signed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by

\_\_\_\_\_ (*name of person(s) making statement*).

\_\_\_\_\_, Notary Public.

(*Signature of notarial officer*)

**AFFIDAVIT OF** \_\_\_\_\_ **REQUESTING RELEASE OF**  
*(Person or Entity Name Here)*

**CONFIDENTIAL INFORMATION PURSUANT TO SENATE BILL 79.**

I, \_\_\_\_\_, being duly sworn, depose and say:

1. That I for myself or on behalf of \_\_\_\_\_, an entity for which I am authorized to act, qualify as one of the persons or entities identified below who may obtain confidential information from the Nye County Recorder for use in accordance with NRS Chapter 247, as amended by Senate Bill 79:

**(Check Only One Box)**

- (a) Any governmental entity, including without limitation any court or law enforcement agency in carrying out its functions, or any person acting on behalf of a federal, state or local governmental agency in carrying out its functions.
- (b) In connection with any civil, criminal, administrative or arbitration proceeding before any federal or state court, regulatory body, board, commission or agency, including, without limitation, use for service of process, investigation in anticipation of litigation, and execution or enforcement of judgments and orders or pursuant to an order of federal or state court.
- (c) A private investigator, private patrol office or security consultant who is licensed pursuant to chapter 648 of NRS, for any use authorized pursuant to this section.
- (d) In connection with an investigation conducted pursuant to NRS 253.0415 or 253.220.
- (e) In activities relating to research and the production of statistical reports, if the address or information will not be published or otherwise disclosed or used to contact any person.
- (f) A reporter or editorial employee who is employed by or affiliated with any newspaper, press association or commercially operated federally licensed radio or television station.
- (g) A title agent or title insurer acting pursuant to NRS Chapter 692A.

2. That I understand, except for a reporter or editorial employee, the law requires a person who obtains information pursuant to this section and sells or discloses that information shall keep and maintain for at least 5 years a record of:

- (a) Each person to whom the information is sold or disclosed; and
- (b) The purpose for which that person will use the information.

3. That I understand the law requires that a person shall not:
  - (a) Make a false representation to obtain this information or
  - (b) Knowingly obtain or disclose this information for any use not authorized by NRS Chapter 247, as amended by Senate Bill 79.
4. That I understand there are criminal penalties associated with the violation of the provisions contained in NRS Chapter 247, as amended by Senate Bill 79.
5. That, based on the foregoing, I request that the Nye County Recorder provide the following document/instrument number(s):

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title/Entity

State of Nevada

County of Nye

Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
By \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC in and for said  
County and State