

Joe Lombardo
Governor



Jack Robb
Director

Joy Grimmer
Deputy Director

James Gast
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Mail Services Division
mailservices@admin.nv.gov

Carson City Office
720 East 5th Street
Carson City, Nevada 89701-5079
Phone: (775) 684-1860 Fax: (775) 684-1865

Las Vegas Office
555 E. Washington Avenue, Suite 1200
Las Vegas, Nevada 89101-1087
Phone: (702) 486-2485 Fax: (702) 486-2648

Meter Funds Reset Request

Date: _____

Agency Requesting: _____

Contact: _____

Phone #: _____

Meter Manufacturer: _____

Meter Serial Number: _____

Budget Account: _____

Physical Address of the meter: _____

Amount Requesting: _____

Signature: _____

EMAIL THE COMPLETED FORM TO MAILSERVICES@ADMIN.NV.GOV

This section to be completed by Mail Services	
Approved By:	
Date Approved:	