

FYs 2007 - 2008



Office of the Secretary of State

Biennial Report to the Governor

Nevada Secretary of State

Ross Miller



September 15, 2008

Dear Governor Gibbons:

Pursuant to NRS 225.120, this Biennial Report is comprised of data for fiscal years 2007 and 2008, as well as exhibits detailing the expenditures and revenues of the Secretary of State's office during those fiscal years.



I am proud of the accomplishments of my office during my first year and a half as Nevada's Secretary of State. In spite of budgetary constraints, we have increased the level of service provided by this office in terms of the scope and the accessibility of services. We have improved existing programs, established new programs such as the Living Will Lockbox, enhanced the type of online services available and are working toward investing in the foundation for more programs which will be the subjects of future annual reports. This success has been made possible by a staff of dedicated professionals whose work consistently demonstrates their commitment to providing a high level of service to the public whom we serve, and by the use of technology to increase our customer service capacity and streamline our operations and procedures.

At the release of this report, the Secretary of State's Elections Division is preparing for the record turnout expected for the November 2008 presidential election. We are collaborating with county clerks and registrars of voters throughout the state to ensure the integrity and security of the voting system as well as improving accessibility to polling locations.

The Office of Secretary of State proudly serves the many constituents of Nevada who use the office to incorporate and/or maintain a Nevada business; to find out their voter registration status and information regarding election procedures in the state; to seek an appointment as a notary; to register a securities offering or to become a licensed investment professional; or to file a complaint regarding a fraudulent investment scheme. It is a privilege and an honor to serve as Nevada's Secretary of State and I look forward to reporting about the accomplishments of the office in the coming biennium.

Sincerely,

A handwritten signature in black ink, appearing to read "Ross Miller". The signature is fluid and cursive, written over a horizontal line.

ROSS MILLER
Secretary of State

Office of the Secretary of State

The mission of the Office of Secretary of State is to effectively and efficiently serve the public by performing its statutory duties to ensure the integrity of elections, facilitate business filings, protect consumers against securities fraud, preserve public records, and to promote public awareness and education in these and related areas.

-Nevada State Constitution: Article 5, Section 20

The goals of the Office of Secretary of State are to:

- (1) Ensure the integrity of elections and proper disclosure by candidates and elected officials through the effective administration of the state's election laws;
- (2) Encourage the development and diversification of the state's business community by providing efficient, expeditious and cost-effective services;
- (3) Protect consumers from investment fraud through effective regulation of the securities industry, enforcement of the securities laws, and education of the public; and
- (4) Maintain records and information filed with the office and to make that information more easily accessible and at a reasonable cost.

With the advent of statehood in 1864, the Nevada Office of the Secretary of State was established as part of the state's executive branch of government. The Secretary of State, Nevada's third highest-ranking constitutional officer, is elected to a four-year term. In 1996, Nevada voters approved a ballot initiative limiting state constitutional officers to two terms in office.

The Secretary of State is responsible for maintaining the official records of the acts of the Nevada Legislature and of the executive branches of state government, as prescribed by law. Along with duties established by Nevada Revised Statutes, the Secretary of State is a member of the State Board of Examiners, State Board of Prison Commissioners, Tahoe Regional Planning Agency, Executive Branch Audit Committee and Chairman of the State Records Committee.

In addition to Constitutional duties, the Secretary of State serves as Nevada's Chief Elections Officer. In this role, the Secretary of State is responsible for the execution, interpretation and enforcement of federal and state election laws, is the filing officer for statewide elective positions, and is the filing officer for all statewide initiative petitions and referendums.

The Secretary of State's office also receives business entity filings and maintains records for corporations, limited liability companies, limited partnerships, limited liability partnerships, limited liability limited partnerships, business trusts, professional corporations and associations, and rights of publicity; administers the Nevada Living Will Lockbox, a registry of advance directives and the Confidential Address Program (CAP); administers the Notary Public Act, Trademark Act, and the Uniform Commercial Code; regulates the securities industry by registering securities, licensing persons who sell them, and enforcing the civil and criminal provisions of state and federal securities law; licenses and regulates athletes agents.

Constitutional and Statutory Duties

- ◆ **Certifies all statewide candidates and ballot questions and reports and certifies primary and general election results.**
- ◆ **Supervises state and local elections, and enforces state and federal election laws**
- ◆ **Registers and files candidate contribution and expenditure reports.**
- ◆ **Registers corporations, limited partnerships, limited liability companies, limited liability partnerships, limited liability limited partnerships and business trusts.**
- ◆ **Registers trade names, trademarks, professional corporations and associations, and rights of publicity.**
- ◆ **Records and Searches Uniform Commercial Code statements and documents.**
- ◆ **Appoints, trains, and regulates Notaries Public.**
- ◆ **Administers the Confidential Address Program for victims of domestic violence.**
- ◆ **Regulates the state's securities industry and enforces securities law.**
- ◆ **Licenses and regulates athletes' agents.**
- ◆ **Administers the Living Will Lockbox, a registry of advance directives for healthcare.**

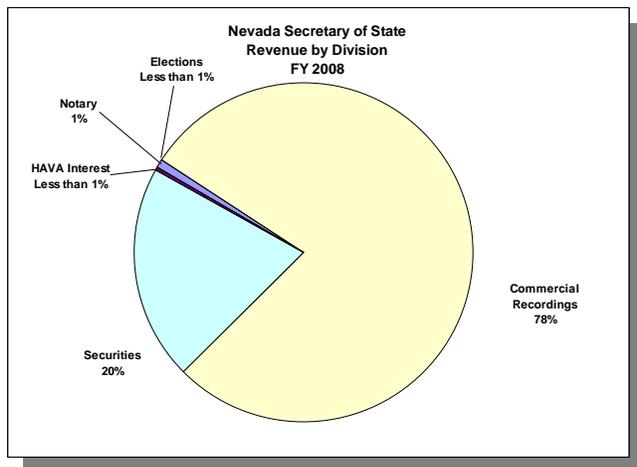
Executive Summary

The office of Secretary of State is committed to accessibility and transparency in all the areas of its jurisdiction. In terms of the responsibilities of this office, nowhere is accessibility and transparency more important than in our elections division. As we approach the November 2008 election, I am confident that we have made every possible effort to ensure the integrity of our elections system, and to make voter registration accessible to all eligible Nevadans. Through the Secretary of State website (www.nvsos.gov) and our election website (www.silverstate08.com) we have provided unprecedented resources and information to the voters of Nevada, including the “Please Don’t Call” list through which voters can tell campaigns that they do not want to receive campaign telephone calls. Additionally, in anticipation of record turnout during the November 2008 election, the Secretary of State’s office created the multijurisdictional Election Fraud Task Force, comprised of the Secretary of State, the Nevada Attorney General, the United States Attorney’s office, and the Federal Bureau of Investigations.

The Securities Division is taking a renewed, aggressive approach to securities fraud and unlicensed securities activities. In the 2007-2008 biennium the division’s investigations resulted in 29 cases of criminal charges, cease and desist orders; and consent agreements amounting to approximately \$3 million in restitution and compensation to fraud victims. Recognizing that education and information are among the best measures for preventing fraud, the Secretary of State’s office has taken an equally aggressive approach in that regard. Using grant funds and resources from the Investors Protection Trust (IPT), this office became the underwriter for regular broadcasts of the educational television program “MoneyTrack” on public broadcasting in Northern and Southern Nevada. Also in conjunction with IPT, we have produced and begun to distribute 70,000 booklets covering a broad scope of investor education issues. The IPT partnership has also provided us with the opportunity to distribute 300 full curriculum/lesson plans titled “The Basics of Investing” to high schools throughout the state. Another partnership, with VISA and the National Football League, gave us the opportunity to provide CD copies of the educational “Financial Football” game to every high school in the state.

The Commercial Recordings Division implemented statutorily mandated new services including provisions of the Uniform Limited Partnership Act; and prepared processes and systems for the July 2008 implementation of the Model Registered Agents Act (MoRAA). The office also expanded payment options to include pinless debit cards and e-checks as alternatives to

traditional checks or credit cards as payment for services. Doing so not only provided new options for customers and constituents, but also reduced fees paid by this office for credit card transactions.



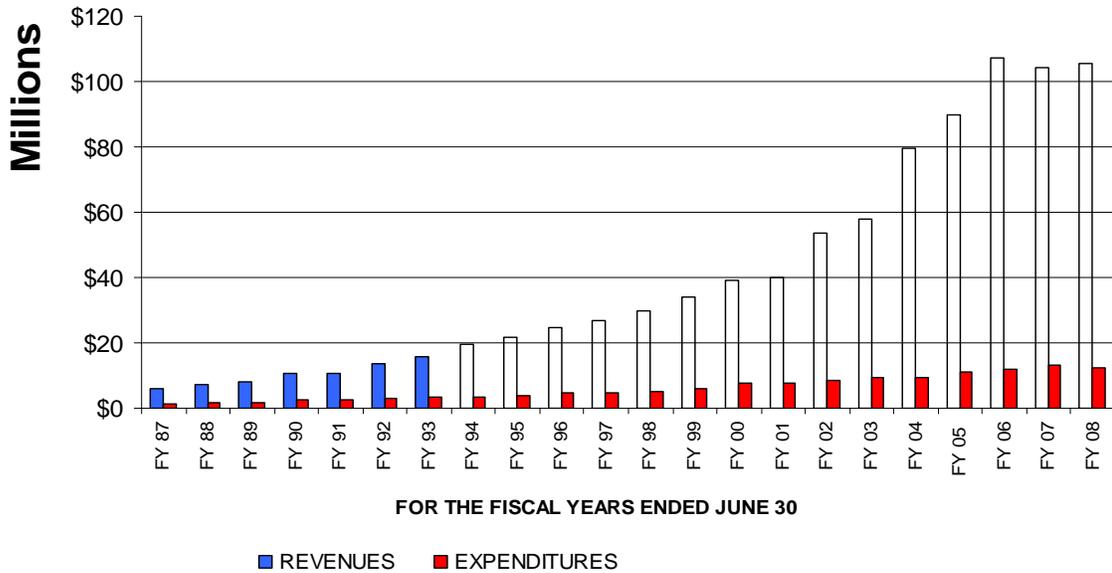
The revenues of the Commercial Recordings Division reflected the national economy in general. Revenues in Commercial Recordings in 2007 and 2008 respectively were \$83.4 million and \$82.8 million. New entity filings were down by more than 10% in Fiscal 2008 from the prior year. Initial amended and annual list filing volume

decreased as well. As of June 30, 2008 more than 322,000 business entities were on file and in current standing with my office, keeping Nevada in the top 10 filing jurisdictions, and second nationally in filings per capita, only behind Delaware.

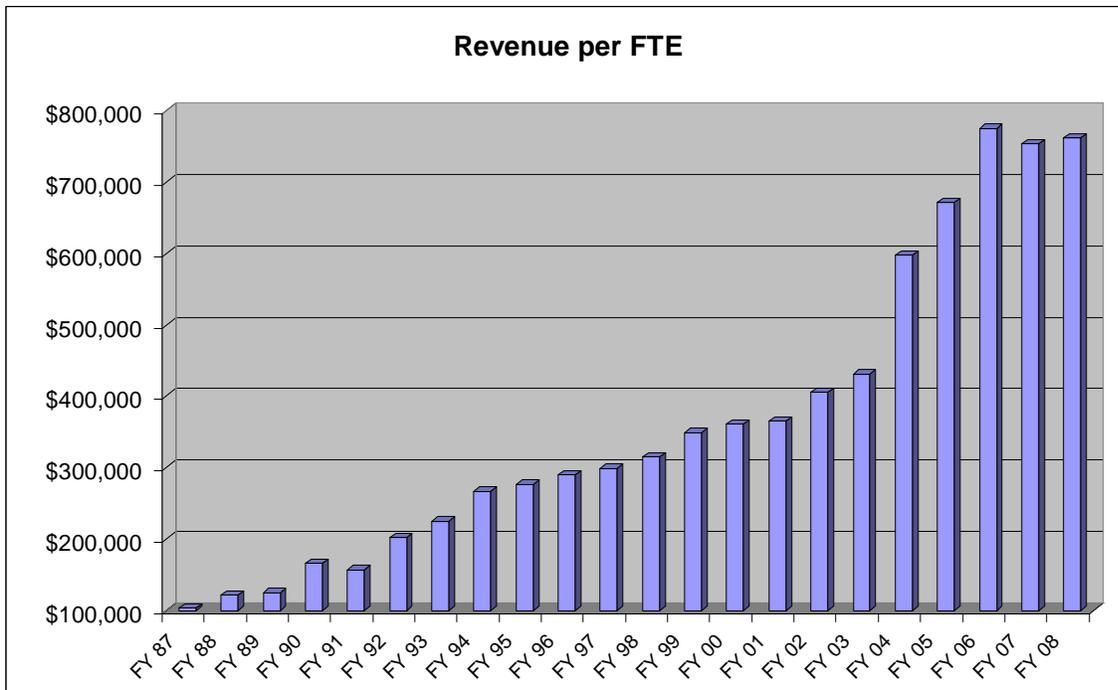
Much of our ability to increase and enhance services is due to the hard work of our Information Technology (IT) Department in the Operations Division. Many of the key elements of our various divisions rely heavily on IT. The Electronic Secretary of State (e-SOS) supports the revenue collection of the Commercial filings Division; our Elections Division is able to offer unprecedented information and resources including election night reporting and the services of My Voter File; virtually every aspect of our responsibilities are being enhanced through technology applications.

One of the best examples of using technology to expand and enhance our services is the Nevada Living Will Lockbox. The Lockbox, which was established by the 2007 Nevada Legislature, is an electronic, online registry of advance directives that ensures that a living will or similar document is securely stored and easily accessible by healthcare providers when needed. The Lockbox is a secure, password protected database which stores advanced directives in a common web-based location. Although it was only recently launched in March 2008 there are already more than one-thousand Nevadans who have filed advance directives in the Living Will Lockbox.

SECRETARY OF STATE REVENUES VS EXPENDITURES



All of these accomplishments have come in the context of declining revenues, increased operating costs, and mandated budget cuts. During Fiscal year 2008, the Secretary of State’s office experienced flat revenues due primarily to a decrease in expedited filing fees and an increase in credit card discount fees paid by this office. Additionally, \$311,000 was cut from the budget in order to meet mandated budget reductions of 4.5% for fiscal year 2008.



As we look forward to the next biennium, I am excited about the prospects of even more enhancements and expansions of service by my office. As one of the top filing jurisdictions in the nation, we have access to a significant database of businesses, many of which are potential targets for our economic development efforts. My office is currently developing, under my direction, a new website, www.whynevada.com, which will serve as a tool for economic development and ultimately grow to be a one-stop-shop for businesses' interactions with the State of Nevada. I am very excited about the potential for this new resource and that excitement is shared by members of the economic development community in this state. I expect a launching of www.whynevada.com before the end of the 2008 calendar year and look forward to sharing the results in the next annual report.

A handwritten signature in black ink, appearing to read "Bill Me" with a stylized flourish at the end.

Division Profile

Commercial Recordings

The Secretary of State's Commercial Recordings Division is responsible for processing and filing the organizational and amendatory documents of entities organized under the laws of the State of Nevada. These entities include for-profit and nonprofit corporations, limited liability companies, limited partnerships, limited liability partnerships, limited liability limited partnerships, business trusts, and professional corporations and associations. The division is also charged with reviewing, filing, and processing: (1) trademarks, trade names, service marks, and rights of publicity; and (2) Uniform Commercial Code financing statements, changes, and lien searches, as well as federal tax liens and utility filings.

The Commercial Recordings Division operates offices in Carson City, Las Vegas and Reno. The Carson City office includes numerous Divisions: New Filings, Status, Amendments, Floater, Mailroom/Receipting, Uniform Commercial Code (UCC) and Copies. The Las Vegas office includes a Commercial Recordings Division and a Trademark section. The Trademark staff is responsible for the processing and filing of trademarks, trade names, service marks, and rights of publicity. All Commercial Recording filings submitted to the Las Vegas office are processed on an expedited basis only.

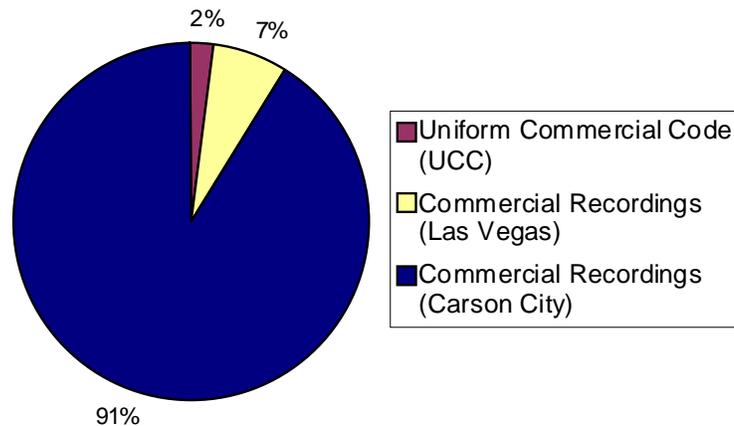
The Carson City Commercial Recordings Division, located at 202 N. Carson Street (the old Meyer's Hardware Building), includes a Customer Service counter and provides a convenient, one-stop shop for customers. The Las Vegas Commercial Recordings Division is located in the Grant Sawyer State Office Building, 555 East Washington Avenue, Suite 4000. The Reno Commercial Recordings Division opened in FY 2008 and is located at 1755 E. Plumb Lane, Suite 231. A staff of three currently offers expedited Commercial Recordings services to our Reno area customers.

REVENUE

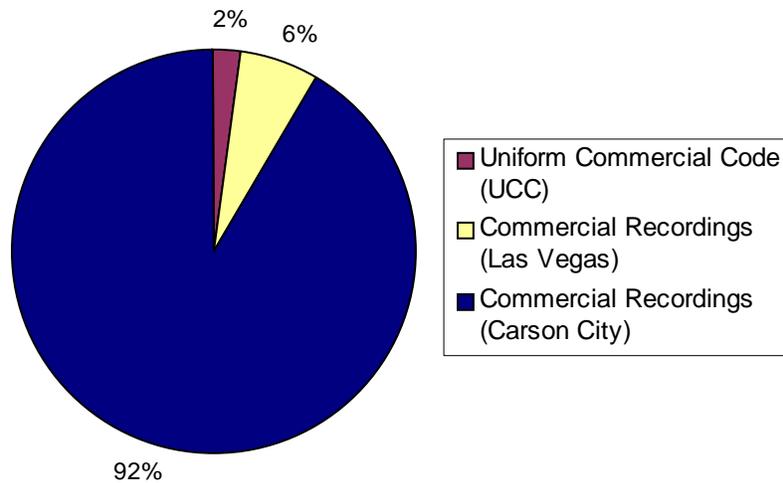
The Commercial Recordings Division and its various sections generated revenue of approximately \$83.4 million during fiscal year 2007 and \$82.8 million in fiscal year 2008. The division's Carson City office was the largest revenue-producer, with revenue of over of more than \$68.4 million during fiscal year 2008, while the Las Vegas office generated nearly \$5 million in revenue. Additionally, expedite fees for all offices totaled nearly \$8 million, compared to about \$9.3 million in 2007. UCC receipts totaled more than \$1.6 million during fiscal year 2008 and approximately \$1.7 million during fiscal year 2007.

Fiscal year 2008 marked the 2nd year of mixed filing volume. New entity filings decreased by more than 10% during fiscal year 2008, with 72,893 new entity filings processed versus 81,238 during fiscal year 2007. In fiscal year 2008, 328,862 initial, amended and annual lists were filed as compared to 318,777 in fiscal year 2007. As of June 30, 2008, more than 322,000 business entities were on file and in current standing with the Secretary of State's office.

**Secretary of State, Commercial Recordings Division
Revenue by Source
Fiscal Year 2007**

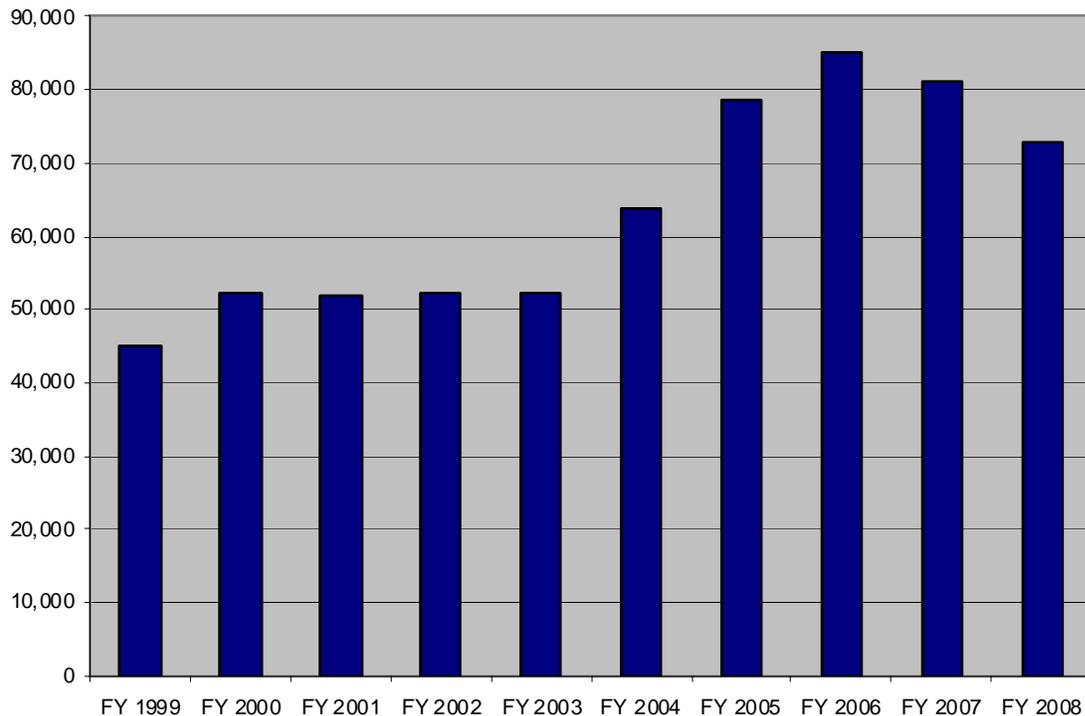


**Secretary of State, Commercial Recordings Division
Revenue by Source
Fiscal Year 2008**



Nevada is one of the top 10 filing jurisdictions and number two per-capita in North America. As such, the Nevada Secretary of State's office is viewed as a leader in business filings. Nevada has had a presence on the governing board of the International Association of Commercial Administrators (IACA) for the past 9 years, with Deputy Secretary of State Scott Anderson serving as the Association President for 2005-2006.

Secretary of State, Commercial Recordings Division
New Business Filings
Fiscal Years 1999-2008



NEW SERVICES

During FY 2008, the Secretary of State implemented several statutorily mandated services. In October 2007, the Secretary of State implemented the provisions of NRS Chapter 87A, Uniform Limited Partnership Act, which gives Secretary of State customers the option to file a limited partnership under existing Nevada Law or under the uniform act. Additionally, the Secretary of State implemented services pursuant to NRS Chapter 711, allowing video service providers to apply for a certificate of authority to provide video services in the State of Nevada. The Secretary of State also developed processes and modified the e-SOS system for the July 1, 2008 implementation of the Model Registered Agents Act (MoRAA.) In February 2008, the Secretary of State began accepting pinless debit cards and e-checks as alternative to traditional check or credit card payments as a method of payment for services provided. In addition to expanding payment options for customers, the increase in pinless debit and e-check usage has reduced our costs associated with credit card acceptance and is an example of increased government efficiency.

Division Profile

Elections

The Secretary of State is the Chief Elections Officer for the State of Nevada. Through the Elections Division, the Secretary of State provides technical information and enforces state and federal election laws.

Among other things, the Elections Division oversees candidate filings, prepares forms and documents, recommends legislation and regulations relevant to the electoral process, responds to election-related complaints, and provides information to the public regarding candidates and elections. The Elections Division also publishes informational election materials that are available to the public at no charge. These publications include: *Initiative and Referendum Guide*, *Minor Party Qualification Guide*, *Recall Information Guide*, *Independent Candidate Guide*, *Title 24 Election Laws* and *Election Regulations*. Additionally, the Elections Division publishes monthly voter registration statistics that are available on the agency's website www.nvsos.gov.

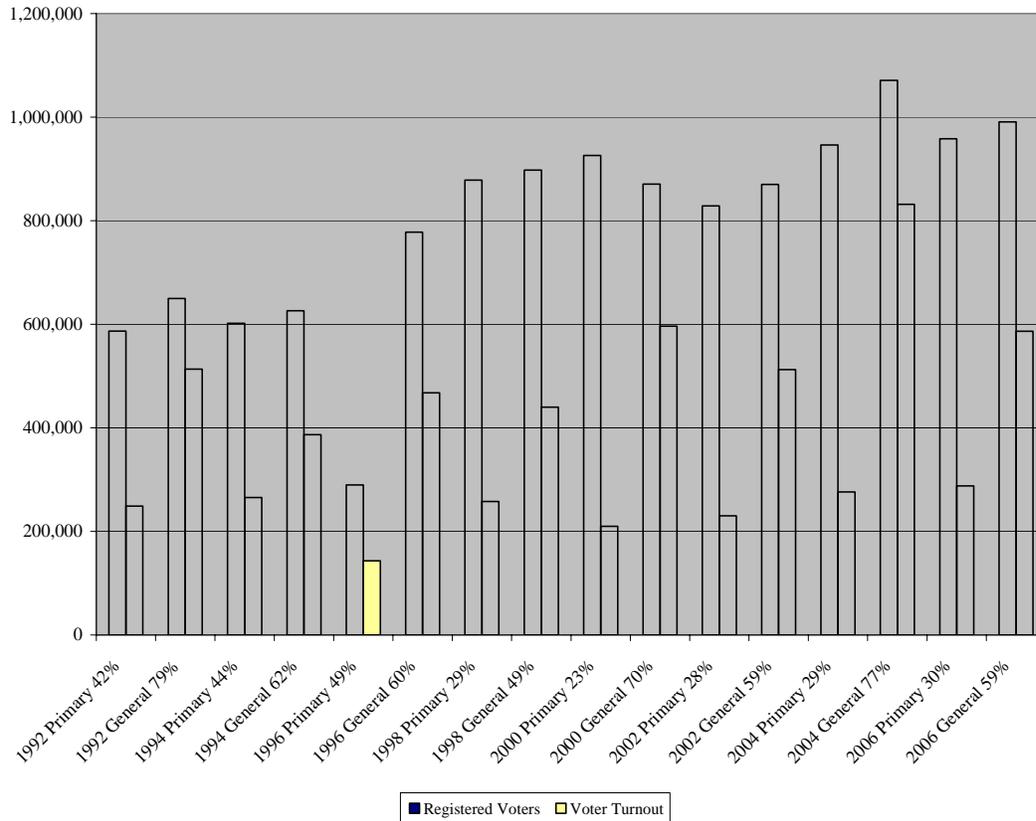
HELP AMERICA VOTE ACT

The *Help America Vote Act of 2002* (HAVA) was enacted by Congress and signed into law by President Bush on October 29, 2002. HAVA was a response to the irregularities in voting systems and processes unveiled during the 2000 Presidential Election. To address these irregularities, HAVA provided federal funding to the states to implement a statewide voter registration system, replace punch card voting machines, improve voter education and poll worker training, require provisional ballots, and require at least one voting machine per polling place be available to voters with disabilities. To be eligible to receive HAVA funding, each state is required to submit a State Plan to the federal government that serves as a blueprint for that state in meeting the ambitious timelines and requirements contained within the Act. As required by the Act, Secretary of State Miller, as Chairman of Nevada's HAVA Advisory Committee, and the members thereof, have annually updated and submitted Nevada's State Plan to the United States Election Assistance Commission (EAC).

By the end of fiscal year 2008, Nevada received approximately \$21 million in federal funds under HAVA. A portion of these funds were used to update and enhance the statewide voter registration system, purchase 200 new voting machines, and three trailers for mobile voting locations. In addition, HAVA funds were used to provide grants to non-profit organizations to

increase voter education and outreach efforts. For more information on HAVA and the Nevada State Plan, please go to the Election Center of the Secretary of State's website: www.nvsos.gov.

Secretary of State, Elections Division
 Voter Turnout
 Primary and General Elections 1992-2006



STATEWIDE VOTER REGISTRATION SYSTEM

HAVA mandates all states to have a single, uniform, official, centralized, interactive computerized statewide voter registration list to serve as the single system for storing and managing the official list of registered voters throughout the state. Nevada’s statewide voter registration system (NevVoter) is maintained by the Secretary of State’s office, and became operational in the spring of 2006. Eligible citizens register to vote with their County Clerk/Registrar of Voters, and the County Clerks/Registrars of Voters upload their voter registration files to the system nightly. The NevVoter system electronically sends the voter registration records for verification against the Department of Motor Vehicles and the Department of Vital Statistics’ databases to identify those persons who may potentially be ineligible to vote according to federal and state law. Upon successful verification of the voter, the person is then added to the eligible voter list in the NevVoter system. The statewide voter registration list is available for the public free of charge on the Secretary of State’s website: www.nvsos.gov.

WEBSITE

The Elections Center of the Secretary of State's website includes current and previous election results; county and statewide voter registration figures; all filed Candidate Contribution and Expenditures Reports; a list of candidates filed with the Secretary of State's office and a list of candidates filed in each county; an election calendar; candidate, party, election, and ballot initiative information; and a Frequently Asked Questions section. Specific information on the Help America Vote Act (HAVA) and how the federal legislation affects the State of Nevada voters is also available on the website.

For the 2008 election cycle, the Elections Division and the SoS Information Technology Division implemented a new election night reporting website, www.silverstate08.com. This site reports updated statewide totals and Congressional, State Senate, Assembly and County results throughout the Primary and General Elections. Additionally, the website provides links to valuable election information and tools, such as My Voter File, a tool for individual voters to verify their registration and polling locations; instructions for placing a voter on the "Please Don't Call" List; information on the Election Integrity Task Force; access to the Business Voter Registration Tool Kit; an informational page for college voters; and details on how to participate in the Nevada Student/Parent Mock Election.

EDUCATION AND PUBLIC OUTREACH

The Elections Division has increased voter education and outreach efforts and developed several tools to better educate Nevada's citizens on the electoral process. One of these tools is My Voter File, which allows registered voters to find information on their registration status, voting history, and polling locations. Additionally, the "Please Don't Call" List, a feature of My Voter File, allows voters to register to be placed on a list that discourages political phone calls. Both of these tools can be found on the elections website: www.silverstate08.com.

The Election Integrity Task Force is a multi-jurisdictional task force comprised of the Secretary of State's Office, the Nevada Attorney General's Office, Federal Bureau of Investigation, and the United States' Attorney's Office, that investigates complaints regarding questionable voter registration practices, potential voter fraud, and the enforcement of laws regarding voter intimidation. Voters can submit complaints in writing to the Elections Division, and they will be forwarded to the Task Force for further investigation.

Additionally, the Elections Division launched a webpage specifically designed to provide information to college-age voters. The College Voter page, also available at www.silverstate08.com, is dedicated to answering questions of college students on how to register to vote and request an absent ballot. The Elections Division also works in partnership with the universities and colleges within the Nevada System of Higher Education to coordinate various outreach efforts intended to increase college voter participation in the electoral process.

A new tool for the 2008 election cycle is the Business Voter Registration Tool Kit, which was produced in conjunction with the Advisory Committee for Participatory Democracy (ACPD). The Tool Kit provides Nevada businesses with essential resources to facilitate the communication of the company with employees about the importance of registering to vote and voting. The Kit includes article templates for company newsletters; flyers on voter eligibility requirements; how-to guides on conducting a company voter registration drive; and poll-worker information. All Tool Kit materials can be downloaded from www.silverstate08.com and tailored to reflect the unique identity of the company.

For 2008, Secretary Miller serves as the State Coordinator for the 2008 National Student/Parent Mock Election (NSPME). NSPME is the nation's oldest, largest, and most successful voter education project designed to facilitate interest in voting to children and parents throughout the country. The Elections Division is working in conjunction with the Nevada Department of Education and the League of Women Voters of Northern Nevada to encourage schools throughout the state to enroll and participate in the Nevada Student/Parent Mock Election. The 2008 Mock Election takes place on October 30, 2008 with students, nationwide, casting votes for president, members of Congress, governors (in applicable states), and select national issues. NSPME has developed an on-line method of casting votes in collaboration with Google; provides free teacher curriculum materials for K-12 students; and opportunities for parent involvement. Educators and parents can enroll in and find additional information about the program by visiting the Nevada Student/Parent Mock Election page at www.silverstate08.com.

The Elections Division also focuses various voter education outreach efforts to the community of individuals with disabilities. The *Making Voting Accessible* brochure provides information about the ADA-compliant electronic voting machines, the accessibility of all polling locations across Nevada, and alternative voting options such as early and absentee voting. Elections Division staff attends various events and speaks to various groups about accessible voting. The events and groups include: TMCC Disability Awareness Day; Southern Nevada Center for Independent

Living Disability Awareness Day; Blind Center of Nevada; National Federation of the Blind of Northern Nevada; and the Blinded Veterans Group of the Reno Veteran's Administration.

ADVISORY COMMITTEE ON PARTICIPATORY DEMOCRACY (ACPD)

The Advisory Committee on Participatory Democracy (ACPD) was established in 1997 by the Legislature under the office of the Department of Cultural Affairs. The Committee was given the task of creating a repository of information and reporting back to the Legislature about recommendations on “programs, activities and events related to the participation of citizens in the development of public policy and the improvement of the operation of government.”

During the 2003 Legislative Session, the ACPD was placed under the auspices of the Secretary of State's office with the passage of Senate Bill 309 (now codified in NRS 225.240,et.seq). The Legislature established specific goals for the Committee to reach by the 2008 General Election, including: attaining 75% voter registration rates in the state, and achieving a voter turnout rate of at least 70% of those registered voters for the 2008 General Election.

The ACPD is comprised of ten members selected by the Secretary of State's office. The purpose of the is to assist the Secretary of State in: identifying and proposing programs that promote citizen participation in governance; establishing the Jean Ford Democracy Award; and working with partner organizations at the local, state, and national level to increase voter participation. Additionally, the ACPD developed several initiatives to augment the efforts of the Elections Division in increasing voter participation throughout the state. The committee has created working liaison groups to focus on various duties of the committee. The ACPD groups are: the Business Liaison Group; the Youth Liaison Group; HAVA Grant Group; and the Jean Ford Award/Democracy Day Group.

The Business Liaison Group works specifically to coordinate voter education and outreach efforts with businesses throughout the State. Accordingly, the group developed the Business Voter Registration Tool Kit. The Kit is available on the Secretary of State's website, www.silverstate08.com, in both English and Spanish. Committee members work with various Chambers of Commerce, Economic Development Authorities, and other local business groups throughout Nevada to promote the Tool Kit in newsletters and websites.

The Youth Working Liaison Group works on fostering relationships with the educational sector of the state, as well as youth leadership organizations to encourage the youth population to

become actively involved in the electoral process. For example, group members worked with the Clark County School District and the Clark County Elections Division to get over 200 students to apply and become qualified to work as poll workers in the Primary Election. The group continues to work closely with student service organizations such as Key Club and ROTC, to assist students in receiving community service hours for time spent as a poll worker. Students also earn stipends through the school district, as a donation toward the student organizations. Additionally, the group was involved with Nevada State Senator Valerie Wiener's statewide Youth Legislative Issues Forum held on July 31-August 2, 2008 in Carson City.

The HAVA Grants Working Group solicited grant applications from non-profit, non-partisan organizations to assist the Elections Division in conducting voter education and outreach efforts to the citizens of Nevada. The group reviewed and made recommendations on submitted grant applications, and provided information to the Secretary of State for final approval. Over \$100,000 in grant funds were made available from the Nevada Secretary of State's Office through Section 101 of HAVA. For 2008, the applicants selected to receive grant funding were the College of Southern Nevada Foundation; Nevada Disability Advocacy and Law Center; Newspapers in Education of the Las Vegas Review-Journal; and Nevada Public Radio

Likewise, the Jean Ford Award/Democracy Day Working Group is responsible for coordinating the review and selection process for recipients of the award and organizing the Democracy Day ceremonies.

CONFIDENTIAL ADDRESS PROGRAM (CAP)

The Secretary of State's Elections Division also administers the State's Confidential Address Program (CAP). Created in 1997, Nevada became the second state in the nation to adopt such a program. CAP provides assistance to victims fleeing abusive situations and attempting to make a fresh start for themselves and their children. Two services are provided to participants: use of a CAP fictitious mailing address and a confidential voter registration. When both services are applied, participants greatly reduce the risk of being located through public records.

During fiscal year 2007, a total of 544 people participated in CAP in Nevada, up from 429 at the conclusion of fiscal year 2006. CAP ended fiscal year 2008 with a total of 661 participants. On average, CAP has seen a participant growth rate of 37 percent annually.

Additionally, the number of certified agents in CAP has increased to 33, and now includes two private domestic violence shelters, several law enforcement agencies, Washoe Legal Services, and two state agencies (Welfare and Department of Corrections). To be deemed as “certified,” an agency must employ at least one certified domestic violence counselor. The Secretary of State’s office provides on-line training to domestic violence advocacy groups and shelters on how to screen and process individuals who may benefit from participation in the program. A new CAP Training Manual is now available to all certified agencies and those agencies interested in becoming certified in CAP procedures.

Division Profile

Securities

The Secretary of State, Securities Division, is responsible for administering the state's securities law. The Division's mission is to protect Nevada investors from securities fraud by licensing investment professionals, registering securities offerings, enforcing the state's securities law, and educating the public through community forums and presentations.

The main office of the Division is located in the Grant Sawyer State Office Building in Las Vegas. The Division also maintains an office in Reno. The Division is staffed by 26 full-time employees, including seven criminal investigators and seven compliance audit investigators. In addition to performing securities investigations, Division investigators also conduct corporate filing and election fraud related investigations.

The Division recorded annual revenue of \$20.3 million in fiscal year 2007 and approximately \$21.5 million in fiscal year 2008.

LICENSING

Nevada law requires that athletes' agents, transfer agents and any person engaging in the offer or sale of securities, or who provides investment advice for compensation, to be licensed with the Nevada Securities Division. Individuals conducting business as an investment advisor with more than \$25 million in assets under management must register with the Securities and Exchange Commission (SEC) as a Federal Covered Adviser. Individuals conducting business in the state of Nevada with less than \$25 million in assets under management must register with the Division. Moreover, a representative of a Federal Covered Adviser with a place of business in Nevada must be either licensed by the Division or exempt from licensing.

REGISTRATION

Companies seeking to offer securities for sale in the State of Nevada must register their offerings with the Division, or comply with an exemption from registration in the Securities Act.

**Secretary of State, Securities Division
Licensing and Registration Statistics
Fiscal Years 2005-2008**

FISCAL YEAR END	2005	2006	2007	2008
Broker-Dealers	1,991	2,041	2,083	2,124
Total Investment Advisers	963	1,097	1,228	1,375
Total Nevada Licensed:	159	184	209	238
Federal Covered:	804	913	1,022	1,131
Sales Representatives	92,458	96,749	100,919	104,643
Investment Adviser Reps	2,107	2,448	2,790	2,942
Athletes' Agents (Effective in 2001)	23	18	15	13
Agent of Issue	112	94	111	99
Branch Offices	1,393	1,486	1,575	1,670
Registrations and Notice Filings	4,717	4,883	5,029	5,161
Exemptions	3,568	3,989	4,274	4,544

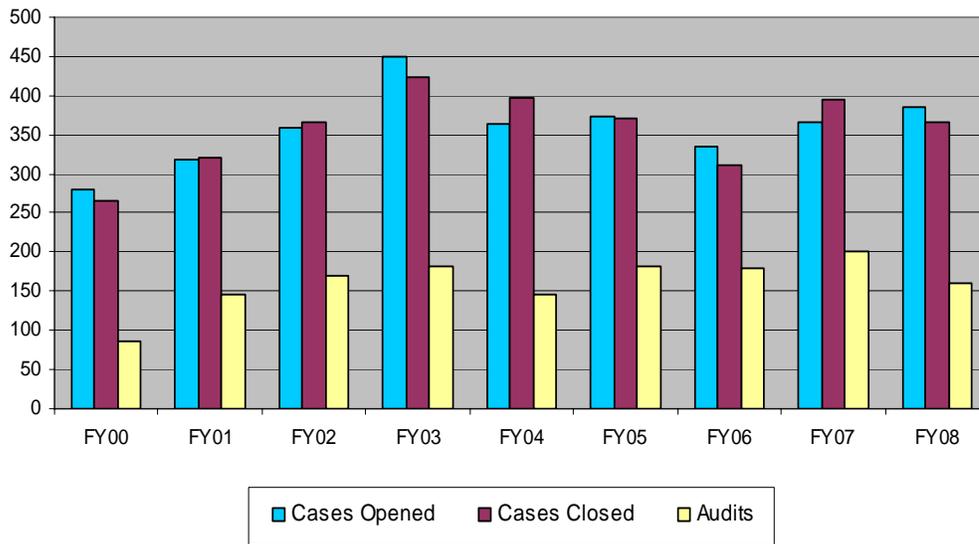
ENFORCEMENT

The Division began fiscal year 2008 with 129 active cases open. An additional 384 cases were opened during the course of the year. Fiscal year 2008 concluded with 145 cases pending.

During fiscal year 2008, cases investigated by the Division resulted in eight criminal convictions. Criminal charges were filed against nine individuals. More than \$3 million in restitution was ordered paid to victims.

Other enforcement actions brought by the Division during fiscal year 2008 included eight cease and desist orders and 12 consent agreements.

**Secretary of State, Securities Division
Enforcement Activity
Fiscal Years 2000 - 2008**



The Securities Division conducts routine and for-cause periodic inspections of Nevada’s broker-dealers and investment advisors in order to ensure compliance with the statutory requirements for conducting a securities business in the state of Nevada. Division investigators also review the securities firms’ procedures for compliance with SEC rules and the FINRA Conduct Rules. During fiscal year 2008, Division investigators conducted 154 examinations. Inspection fees collected totaled more than \$54,000.

In order to ensure the Division employees are prepared in the performance of their duties, training is not only a priority, but also vital to the ongoing operation of the Division. During the past two fiscal years, Investigators and other staff members participated in various training programs, which include the National Criminal Information Center (NCIC), Electronic Law Enforcement, National White Collar Crime Center and North American Securities Administrators Association.

ATHLETES’ AGENTS

The Nevada State Legislature adopted the Uniform Athletes’ Agents Act during the 2001 legislative session. Effective October 1, 2001, Nevada athletes’ agents were required to register with the Secretary of State.

At the close of fiscal year 2008, 13 Nevada athletes’ agents were registered with the Division, which administers the act.

INVESTOR EDUCATION AND PUBLIC OUTREACH

The Secretary of State's Securities Division funds investor education programs and materials through fines and penalties collected against individuals and firms found to have violated securities laws. Additionally, the Division publishes several informative brochures and other materials that are available on the agency's website (nvsos.gov), or by calling the Division at 1-800-758-6440 or 1-702-486-2440.

Working in partnership with the Investors Protection Trust (IPT), the Secretary of State underwrites the weekly broadcast of the financial education program "MoneyTrack" on public broadcasting television in both Northern and Southern Nevada. The IPT partnership has also produced a series of seven booklets covering various aspects of investor education which will be distributed during the beginning of the new biennium, and a full curriculum/lesson plan titled "The Basics of Saving" which will be distributed to every high school in Nevada. In partnership with VISA and the National Football League, the Secretary of State's office provided CD copies of "Financial Football" an educational game to every high school in the state.

The Nevada Securities Division also continued its participation in the NASAA Senior Outreach Project Group, which is staffed by investor education coordinators from seven states. The Senior Outreach Project Group develops investor education and fraud prevention programs targeting the senior population, which is frequently victimized by investment con artists. Nevada has been represented on the Project Group for several years and has assisted in the creation of the Seniors Against Investment Fraud (SAIF) program and the interactive Investment Fraud Bingo game, both of which are now a part of several states' investor education programs. The Project Group has also presented at NASAA Investor Education Trainings, where the group's work is made available for use by investor education coordinators from across the United States and Canada.

Division Profile

Notary

The Secretary of State, Notary Division, is responsible for appointing, training and regulating Notaries Public in the State of Nevada. There are almost 36,000 Notaries Public who serve the residents of Nevada by providing such services as taking acknowledgements, executing jurats, administering oaths, and certifying copies. During fiscal years 2007-2008, 3,136 new notaries were appointed and 4,184 renewals were granted. Notaries Public serve in law firms, title companies, banks, government offices, and many other private businesses.

The Notary Division is also responsible for providing authentication of notary signatures, known as apostilles or certifications, which are typically used to authenticate documents that will be presented in foreign countries. Apostilles and certifications can only be issued by the Secretary of State's office. As the number of Notaries Public in the state increases, the number of apostilles issued annually by the Notary Division has also increased. During fiscal years 2007-2008, the Notary Division issued 14,819 apostilles.

WEBSITE

The Notary Division posts forms and information on its section of the Secretary of State's website. The Notary Division section of the website now includes a notary training class schedule, all notary forms and applications, information on how to become a Notary Public, and an explanation of notary duties. The ease and availability of pertinent information to clients has helped the Notary Division maintain a five-day turnaround for signature authentication and a seven-day timeframe for the processing of notary applications.

EDUCATION AND OUTREACH

In 2007, the Legislature passed AB 533 which established a mandatory training requirement for: anyone applying to be a notary public for the first time; anyone renewing their appointment as a notary public, if their appointment as a notary public has expired for a period greater than 1 year; or anyone renewing an appointment as a notary public, who, if during preceding 4 years has been fined for failing to comply with a statute or regulation of the State of Nevada.

The Notary Division offers regularly monthly scheduled training classes statewide for Nevada's Notaries Public and individuals seeking notary appointments. The classes are also offered to any business with 30 or more Notaries Public on staff that wishes to arrange an in-house training at their place of business. During fiscal years 2007,-2008 more than people 4,200 participated in the training program.

Continuous improvements are being made to the instructional program and now include an interactive work section that allows Notaries Public to view examples of commonly notarized documents and to practice proper notarization techniques under the supervision of Notary Division staff.

REGISTRATION OF MINISTERS

The Notary Division also maintains a list of ministers in the State of Nevada who have been licensed and approved, or who have been temporarily licensed, by the state's county clerks. At the close of fiscal year 2007, the number of current active ministers in the state stood at 4,414 compared to 4,852 active ministers licensed in fiscal year 2008. In fiscal year 2007, 191 individuals and in fiscal year 2008, 370 individuals were granted temporary minister licenses. In fiscal years 2007-2008, 143 and 323 individuals respectively received general licenses as ministers.

NOTARY ENFORCEMENT & FINES

By law, the Secretary of State's office is charged with imposing fines for violations of NRS Chapter 240. The average fine for a notary who does not follow correct statutory procedures is \$200. Infractions such as failure to maintain a notary journal, a legal requirement since 1864 or notarizing the signature of a document signer who does not appear in-person are both subject to maximum fines of \$2,000. In fiscal year 2008, a complaint alleging the fraudulent notarization of documents, led the Secretary of State to crack down on businesses and individuals advertising services as a notario publico. The Nevada Revised Statutes prohibit someone from advertising notary services in a foreign language because the terms often used denote that legal services are being provided. In Nevada, anyone using the term notario public must also be a licensed Nevada attorney. The Notary Division is seeing an increase in the number of complaints filed for improper or inadequate notary procedures. Fines collected by the Notary Division during fiscal years 2007-2008 totaled \$47,771.00 and \$63,449 respectively.

Division Profile

Customer Service

The Customer Service Division of the Secretary of State's Office provides assistance to the general public, professional businesses and other government agencies in a variety of forms, including greeting customers in person at the Carson City and Las Vegas offices, telephone inquiries, email and written requests.

The Division's representatives are trained to assist customers with accurate information in a wide variety of areas, including navigation through our website, filing entities, fees and obtaining forms, answering questions with general information and responding to complex inquiries and concerns. This Division also answers general questions regarding the Notary and Election Divisions, directs a customer to the appropriate Division within the agency. Although Customer Service representatives are prohibited by law to give legal advice, staff is trained to direct customers to specific Nevada Revised Statutes that may address their issues.

The Division is comprised of nine customer service representatives in the Carson City office, with two additional representatives in the Las Vegas and Reno offices. With the public's increasing use of email as a method of communicating their inquiries, staff continues to answer approximately 900 calls, along with assisting an average of 150 walk-in customers on a daily basis.

This past year, the Secretary of State changed the process of how annual renewal notices are sent out to each customer. We have simplified the process by creating an Annual Notification listing all entities that are due for their respective month along with any entities that are in default or revoked status which is sent electronically or via mail to the entity's Registered Agent. This new process not only saves time, but also reduces the amount of paper that is printed and sent to Registered Agents each month. Eventually, most notification will be done electronically further enhancing the efficiency of the process and resulting cost-savings to the taxpayer.

The Customer Service Division strives to give the best possible service to our customers in a professional, courteous and knowledgeable manner.

Division Profile

Operations

The Operations Division, overseen by the Deputy Secretary of State for Operations, is responsible for accounting, budgeting, agency personnel functions, information technology (IT), purchasing, agency contracts and various special projects including the Living Will Lockbox.

ACCOUNTING

Key functions of the Accounting office include management of the agency's \$19 million budget, \$105 million annual revenue generation and monthly revenue analysis and forecasting. Additionally, accounting staff process daily bank deposits, manage the Secretary of State's internal controls and oversee the 1,000+ trust accounts as well as working closely with the Legislative Counsel Bureau and the Department of Administration's Budget office to project and monitor general fund revenues and satisfy various fiscal and revenue requests.

During this biennial report cycle, declining economic conditions and decreases in state revenue generation have necessitated agency budget reductions and attention to increased efficiencies. Office savings were realized to the tune of \$500,000 during FY 2008 by implementing a top-to-bottom process analysis and cost saving solutions such as contract review, office automation, supply consolidation and other efficiency measures.

INFORMATION AND TECHNOLOGY (IT)

A part of the Operations Division, the Secretary of State's Information Technology (IT) team is comprised of 15 full-time professionals including the only Master IT Professional developer in the State system. By developing tools that facilitate business internally and for customers, SOS IT is a critical backbone to the office which is moving more to offering online services, internal efficiencies, paperless solutions and streamlining of workflow.

At the Secretary's direction, the office has made service and office automation a priority. Since taking office in January, 2007, improvements include modifications to the Secretary of State website design and functionality. Business entities may be searched from the home page and users see current announcements and public notices as well as other useful features.

With over 113,000 unique visitors every month, www.nvsos.gov offers a variety of electronic services and public and business related information. This key tool has allowed Nevada business owners and their representatives, international customers, political candidates and observers, and the general public to access, at any time, information and business functions provided by the Secretary of State's office.

The electronic Secretary of State (e-SOS) application continues to play a critical role in service provision and continues to generate revenue in the amount of \$81 million annually during FYs 2007 and 2008. Management and IT staff continue to work with the e-SOS system vendor to implement enhancements and perform necessary maintenance.

NevVoter/Statewide Voter Registration System (SVRS) - Developed as an interim solution for the 2006 primary and general elections to comply with the requirements of the Help America Vote Act (HAVA), the NevVoter system continues to serve as the production Statewide Voter Registration System (SVRS). Citizens complete a voter registration application with Nevada's 17 County Clerks/ Registrars of Voters. The information is then transmitted to the centralized database maintained by the Secretary of State's office. The SVRS is used to validate and verify the eligibility status of all Nevada voters, in part by matching records from the Department of Motor Vehicles and the Department of Vital Statistics according to federal laws and regulations.

Election Night Reporting (ENR) and election enhancements – Election night reporting was expanded this year to include the new website www.silverstate08.com. The new site provides a more graphical and comprehensive overview of the results as they are being reported on election night. The www.silverstate08.com site allows the public to get statewide up-to-the-minute results as they were being received from the County Clerks/ Registrars of Voters offices. The site also links back to the official Secretary of State's website to provide any historical information that may be needed.

Some of the other information and services available on the Election Division section of the Secretary of State's website include: online filing of Campaign Contributions and Expenses Reports; results from current and previous elections; statewide and county voter registration figures; filed CC&E and Financial Disclosure Reports; a list of candidates filed with the Secretary of State's office and in each county; an election calendar; candidate, party, election,

and ballot initiative information; and a frequently asked questions section. Information on the Help America Vote Act is also available on the website.

The Notary Division underwent a Business Process Review (BPR) this year that indicated several areas for improvement. The BPR specifically identified three separate projects to help improve efficiencies in the Division. The first project, an on-line application to register for training classes, is currently under development with the projected completion date at the end of December 2008. The development for the Notary application is being conducted in a staged approach, which will allow for quicker turn around times and closer interaction with the user group. The second and third projects are targeted at the processes for applying to become a Notary and tracking applicants and appointments.

The IT Division provides development, desktop, and helpdesk support to employees in each of the five physical locations in Carson City, Reno, and Las Vegas.

Living Will Lockbox

The 2007 Nevada State Legislature passed AB 158 which amended NRS 449 and authorized the Secretary of State to create a Registry of Advance Directives for Health Care. This registry, named the Living Will Lockbox, is a free service to all Nevadans which offers a secure, virtual lock box to file certain directives, including living wills, powers of attorney, and “do not resuscitate” (DNR) orders for access by designated health care professionals, and family when medical treatment decisions must be made.

Since its kickoff March 25, 2008, the Living Will Lockbox has accepted more than 900 documents, averaging 10/day, and has 12 health care providers including Nevada hospitals, hospices and physicians registered as authorized providers. Initial funding for the startup of this program was allocated by the legislature to be used for marketing and in establishing a partnership with US Living Will. Information and forms for this program may be found at www.LivingWillLockbox.com.

Secretary of State Ross Miller

Secretary of State Ross Miller was sworn into office on January 1, 2007. He is the youngest Secretary of State in Nevada history, and the youngest Secretary of State in the country.

Ross Miller previously served as Deputy District Attorney in Clark County, Nevada. As a prosecutor he tried and convicted criminals for offenses including murder, sexual assault, armed robbery, drug trafficking, kidnapping, and child molestation.

Ross donates his time to a number of charities and community organizations, including; serving as past president of Citizen Alert, fighting to prevent nuclear waste from being brought into Nevada; as a board member of HELP of Southern Nevada; and with the Boys and Girls Club.

In 2007, Secretary Miller was named by the Reno Gazette Journal and the Reno Tahoe Young Professionals Network as one of the Reno Sparks Area's top 20 under 40. He is also active in the National Association of Secretaries of State, serving as co-chairman of the Business Services Committee and as immediate past co-chairman of the Standing Committee on Voter Participation.

Ross holds a dual degree, in law (J.D.) and a Masters in Business Administration (M.B.A.) from Loyola Marymount University in Los Angeles. He completed his undergraduate studies at Stanford University, earning a Bachelor of Arts with a major in English and minors in Psychology and Political Science. While at Stanford, Ross served as a White House intern, where he worked under then-cabinet liaison Thurgood Marshall, Jr. Ross also attended the Monterrey Technological Institute in Monterrey, Mexico, where he played on the Mexican Collegiate National Basketball Team.

Ross Miller is a third generation Nevadan, who was born in Las Vegas and grew up in Las Vegas and Carson City. He is the son of two, second-generation Nevadans, Governor Bob Miller and Sandy Miller.

Ross met his wife, Lesley, when both were law students at Loyola Law School. Lesley is an attorney with Mainor, Eglet, Cottle, a Nevada law firm. The Millers have two daughters, Cameron Elise and Geneva Layne.

Secretary of State Contact Information

COMMERCIAL RECORDINGS DIVISION

Carson City

202 North Carson Street
Carson City, NV 89701
Phone: 775-684-5708
Fax: 775-684-5725
General Inquiries Email: sosmail@sos.nv.gov

Las Vegas *(accepts expedite requests only)*

555 East Washington Avenue, Suite 4000
Las Vegas, NV 89101
Phone: 702-486-2880
Fax: 702-486-2888

Reno *(accepts expedite requests only)*

1755 East Plumb Lane, Suite 231
Reno, NV 89502
Phone: 775-688-1257
Fax: 775-688-1858

[More Commercial Recordings Contact Information](#)

ELECTIONS DIVISION

101 North Carson Street, Suite 3
Carson City, NV 89701-3714
Phone: 775-684-5705
Fax: 775-684-5718
Email: nvelect@sos.nv.gov

NOTARY DIVISION

101 North Carson Street, Suite 3
Carson City, NV 89701-3714
Phone: 775-684-5708
Email: nvnotary@sos.nv.gov

SECURITIES DIVISION

Las Vegas

555 East Washington Ave,
Suite 5200
Las Vegas, NV 89101
Phone: 702-486-2440
Fax: 702-486-2452
Email: nvsec@sos.nv.gov

Reno

1755 East Plumb Lane, Suite 231
Reno, NV 89502
Phone: 775-688-1855
Fax: 775-688-1858
Email: securrno@sos.nv.gov

TRADEMARKS

555 East Washington Ave, Suite 4000
Las Vegas, NV. 89101
Phone: 702-486-2880
Fax: 702-486-2888

EXECUTIVE OFFICE

101 North Carson Street, Suite 3
Carson City, NV 89701-3714
Phone: 775-684-7195
Email: sosmail@sos.nv.gov

Secretary of State Websites

Main website: www.nvsos.gov

Elections Website: www.silverstate08.com

Living Will Lockbox: www.livingwilllockbox.com

Economic Development Website: www.whynevada.com

SECRETARY OF STATE

Revenues by Sub Source

Fiscal Years 2007 - 2008

Rev Source	Sub	FY	FY	%
		2007	2008	Change
GENERAL FUND SOURCES:				
3105 - UCC	8A-Financing Stmt	\$781,218	\$705,780	-9.66%
	8B-Change	\$496,200	\$447,760	-9.76%
	8D-Fed Tax Liens	\$17,000	\$40,760	139.76%
	8E-Certifications	\$5,820	\$6,916	18.83%
	8F-Form Sales	\$150,868	\$192,925	27.88%
	8G-Correction Stmt	\$480	\$460	-4.17%
	8H-Info Request	\$209,940	\$215,630	2.71%
TOTAL-UCC		\$1,661,526	\$1,610,231	-3.09%
3129 - NOTARY	AP-Apostille	\$258,762	\$263,858	1.97%
	FT-Notary Fines	\$42,479	\$63,449	49.37%
	NY-Notary	\$336,949	\$278,312	-17.40%
TOTAL-NOTARY		\$638,190	\$605,619	-5.10%
3106 - LV	AM-Amendments	\$415,575	\$541,910	30.40%
	CC-Copies	\$532,941	\$387,630	-27.27%
	MS-Misc	\$1,475	\$0	-100.00%
	NF-New Filings	\$1,855,950	\$1,802,340	-2.89%
	NR-Name Reservation	\$29,800	\$25,325	-15.02%
	ST-Status	\$1,876,627	\$1,913,860	1.98%
	TM-Trademark	\$137,560	\$142,270	3.42%
TOTAL-LV		\$4,849,928	\$4,813,335	-0.75%
3130 - CC	AM-Amendments	\$2,995,350	\$3,045,760	1.68%
	CC-Copies	\$3,566,410	\$3,179,167	-10.86%
	MS-Miscellaneous ⁽¹⁾	\$76,681	\$56,551	-26.25%
	NF-New Filings	\$5,078,600	\$4,569,460	-10.03%
	NR-Name Reservation	\$123,450	\$123,931	0.39%
	RS-Research	\$0	\$100	NA
	ST-Status	\$54,518,969	\$56,199,121	3.08%
	UR-Unrefundable	\$1,165,909	\$1,099,650	-5.68%
	XX - GF Expedite Fees	\$4,593,845	\$3,975,403	-13.46%
TOTAL-CC		\$72,119,214	\$72,249,143	0.18%
3131 - VIDEO SERVICE	AM-Amendments	\$0	\$110,000	NA
PROVIDER FILINGS	NF-New Filings	\$0	\$4,750	NA
3106/3130 - LV+CC	AM-Amendments	\$3,410,925	\$3,587,670	5.18%
	CC-Copies	\$4,099,351	\$3,566,797	-12.99%
	MS-Miscellaneous	\$78,156	\$56,551	-27.64%
	NF-New Filings	\$6,934,550	\$6,371,800	-8.12%
	NR-Name Reservation	\$153,250	\$149,256	-2.61%
	RS-Research	\$0	\$100	NA
	ST-Status	\$56,395,596	\$58,112,981	3.05%
	TM-Trademark	\$137,560	\$142,270	3.42%

Rev Source	Sub	FY	FY	% Change
		2007	2008	
	UR-Unrefundable	\$1,165,909	\$1,099,650	-5.68%
	XX - GF Expedite Fees	\$4,593,845	\$3,975,403	-13.46%
TOTAL-ALL Commercial Recordings		\$76,969,142	\$77,177,228	0.27%
3152 - SEC	BD-Broker/Dealer	\$621,900	\$629,250	1.18%
	BR-Branch	\$201,600	\$199,600	-0.99%
	EP-Exemptions	\$4,182,365	\$4,328,048	3.48%
	IF-Inspection Fees	\$70,200	\$57,960	-17.44%
	IR-Invest Advisor Rep	\$363,720	\$418,400	15.03%
	IV-Invest Advisor	\$373,500	\$464,580	24.39%
	MS-Miscellaneous	\$0	\$200	NA
	NA-No Action Letter	\$78,900	\$7,400	-90.62%
	RE-Registration	\$295,937	\$281,608	-4.84%
	SA-Sports Agents	\$500	\$5,000	900.00%
	SL-Sales Rep	\$13,780,980	\$14,780,110	7.25%
TOTAL-SEC		\$19,969,602	\$21,172,156	6.02%
3168 - ELECT	CF-Candidate Filing	\$375	\$11,500	2966.67%
	CS-Copies	\$111	\$120	8.11%
	EM-Elections Misc	\$2,801	\$30	-98.93%
	PE-Penalties	\$28,491	\$15,914	-44.14%
	SU-Summons	\$7,720	\$13,050	69.04%
TOTAL -ELECTIONS		\$39,498	\$40,614	2.83%
TOTAL GENERAL FUND SOURCES		\$99,277,958	\$100,605,848	1.34%
NON-GENERAL FUND SOURCES:				
3820 EF	SOS Expedite fees	\$4,673,409	\$4,036,722	-13.62%
1050 / 3895	Notary Training Chg	\$47,771	\$213,564	347.06%
1051 / 4326	HAVA Interest Earned	\$404,544	\$369,509	-8.66%
1053 / 3722	Securities-Misc Fees	\$334,180	\$318,359	-4.73%
TOTAL NON-GENERAL FUND SOURCES		\$5,459,904	\$4,938,154	-9.56%
TOTAL YTD REVENUES		\$104,737,862	\$105,544,002	0.77%

(1) Reclassified GL 3130 MS revenues to XX and EF.

BUDGET ACCOUNT 1050 - FISCAL YEAR 2008

	<u>Appropriation</u>	<u>YTD Expenditures</u>	<u>% Expended</u>	<u>Balance</u>
CAT 01				
Personnel	\$ 6,853,621	\$ 6,676,598	97%	\$ 177,023
CAT 02				
Out-of-State Travel	\$ 19,051	\$ 19,043	100%	\$ 8
CAT 03				
In-State Travel	\$ 34,001	\$ 27,100	80%	\$ 6,901
CAT 04				
Operating	\$ 1,963,519	\$ 1,759,679	90%	\$ 203,840
CAT 05				
Equipment	\$ 8,900	\$ 8,819	99%	\$ 81
CAT 11				
Elections	\$ 42,538	\$ 38,836	91%	\$ 3,702
CAT 12				
Notary Training	\$ 92,593	\$ 76,855	83%	\$ 15,738
CAT 17				
ACPD	\$ 17,492	\$ 1,129	6%	\$ 16,363
CAT 18				
Living Will Lockbox-GF	\$ 200,000	\$ 110,574	55%	\$ 89,426
CAT 19				
Living Will Lockbox-Fees	\$ 80,100	\$ -	0%	\$ 80,100
CAT 20				
Microfilm Project	\$ 43,453	\$ 43,065	99%	\$ 388
CAT 26				
Information Services	\$ 336,607	\$ 311,035	92%	\$ 25,572
CAT 30				
Training	\$ 16,639	\$ 7,672	46%	\$ 8,967
CAT 33				
ESOS Reporting System	\$ 836,220	\$ 834,196	100%	\$ 2,024
CAT 35				
Victim Asst	\$ 13,489	\$ 13,489	100%	\$ -
CAT 87				
Purchasing Assessment	\$ 7,287	\$ 7,287	100%	\$ -
CAT 89				
AG Cost Allocation	\$ 220,965	\$ 220,965	100%	\$ -
CAT 93				
Reserve for Reversion	\$ 6,580	\$ 6,580	100%	\$ -
Totals	\$ 10,793,055	\$ 10,162,922	94%	\$ 630,133