



**NevadaLockbox.nv.gov**



**Protecting Your Wishes**

# What is the Nevada Lockbox?

Nevada Lockbox is a no-cost safe electronic repository to store advance directives and guardianship nominations accessible only by you, your designees, and Authorized Entities online 24/7

The Nevada Lockbox is one virtual storage repository with two registries:

- Advance Directive Registry
- Guardianship Nomination Registry



# What is an Advance Directive?

Instructions on a document that allows a person to express his or her wishes about their medical care



LIVING WILL



DURABLE POWER OF  
ATTORNEY FOR  
HEALTHCARE DECISIONS



PROVIDER ORDER FOR  
LIFE-SUSTAINING  
TREATMENT (POLST)



DO NOT RESUSCITATE  
ORDERS (DNRS)



ADVANCE DIRECTIVE FOR  
PSYCHIATRIC CARE



# How to create an Advance Directive



## **Attorney assistance or Medical Provider (POLST)**



## **Online Resources:**

Nevada Center for Health Ethics & Policy [www.nvlivingwill.com/](http://www.nvlivingwill.com/)

Southern Nevada Senior Law Program [www.snslp.org/](http://www.snslp.org/)



The Office of the Secretary of State cannot provide assistance with creating an advance directive nor provide any legal advice.



The Office of the Secretary of state is not required to determine whether the contents of a will or other documents submitted for registration are accurate or whether the execution or issuance of the document meet the necessary requirements to make the document valid.



# Register Your Advance Directive

Complete the  
Registration  
Agreement



Include a copy of  
your advance  
directive(s)



Mail, email, or via  
the Dropbox at  
North Las Vegas City  
Hall



Documents are  
scanned and  
electronically stored



Registrant receives a  
confirmation letter  
with  
a wallet card

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Nevada Lockbox

Protecting Your Wishes

Name: FIRST & LAST NAME

Source: <http://www.NevadaLockbox.nv.gov>

Registration ID#:

Updated: January 01, 2019

Primary Contact:

Phone:

Alternate Contact:

Phone:



# Request to Nominate Guardian

The Guardianship Nomination Registry requires the filing of the mandatory form, with witness signatures and notary acknowledgement.

**NRS 159.342 Section 1** gives the following instructions to the Court:

“If a guardian applies to a court to be designated as the guardian of a person, the court must determine whether a guardian has already been designated for the person by accessing the Nevada Lockbox”



# Request to Nominate Guardian

- An individual may nominate same or different persons for Guardian of Estate and Guardian of Person
- Do not have to be Nevada resident(s)
- Two qualified adult witnesses must attest that:
  - Principal is known personally to witness
  - Nomination request is signed in witness presence
  - Principal appears to be of sound mind, has the mental capacity to understand and execute this document and is under no duress
  - Have no interest, financial or otherwise, in the estate of the Principal



# File your Guardianship Nomination

Execute the mandatory  
"Request to Nominate  
Guardian" Form



Mail or Dropbox (at  
North Las Vegas City  
Hall) **original** executed  
document with  
notarized signatures



Mandatory form is  
reviewed for accuracy  
and completeness



Executed "Request to  
Nominate Guardian"  
form is scanned and  
electronically stored



Registrant receives a  
confirmation letter with  
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Nevada Lockbox

Name: FIRST & LAST NAME

Source: <http://www.NevadaLockbox.nv.gov>

Registration ID#:

Updated: January 01, 2019

Primary Contact:

Phone:

Alternate Contact:

Phone:





# Who has access to the Lockbox?



The Registrant



Registrant's designees



Authorized Entities: providers of  
healthcare registered with the  
program



# Authorized Entities

Authorized Entities for the **Advance Directive Registry** are providers of healthcare registered with the program.

Authorized Entities for the **Guardianship Registry** are the

- District Courts of the State of Nevada
- Law Enforcement



# Changes to your registration



If you wish to make changes to the nominees in a Guardianship Nomination, you must submit a newly executed Request to Nominate Guardian Form



You can make changes to your registration at any time



Enrollment is voluntary



You can withdraw from the program at any time



Add, replace or withdraw all documents stored

However, any changes to actual advance directives must be made by the attorney, physician or agency that assisted you in creating those documents.



# Nevada Lockbox Information




 SECRETARY OF STATE WEBSITE:  
[WWW.NEVADALOCKBOX.NV.GOV](http://WWW.NEVADALOCKBOX.NV.GOV)



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