Application for Secondhand Article Dealer License



Applies to: Secondhand Mall/Flea Market, Pawnbroker, Secondhand Article Dealer, Secondhand Jewelry Dealer

License Period Is One Calender Year*

*Except Secondhand Mall/Flea Market Licenses

NOTE: Please allow approx. 4 weeks for application processing

CASH OR CHECK ONLY! FEES ARE NON-REFUNDABLE Pawnbroker - \$217.00 Date Recv'd____/___/____ Secondhand Mall/Flea - \$172.00 Total \$_ ☐ Secondhand Article/Jewelry: ☐ Original – \$107.00 Receipt #:___

Individual license – Complete Sections 1, 2, 3 and 5 Corporate/Partnership/LLC license – Complete Sections 1 - 5									
SECTION 1 – APPLICANT INFORMATION									
Applicant Name (First, MI, Last)						Date of Birth			
Home Address			City		S	tate	Zip C	ode	
Applicant Drivers License/State ID Number			DL/ID :	State of Issu	uance				
Phone Number (Required)	ess								
Has the applicant ever resided outside of Wisconsin? If so, please list previous state(s) of residence.									
SECTION 2 – BUSINESS INFORMATION									
Individual/Business	Street Address		City	State	Zip Co	de	Phone N	lumber	
Business Name									
Owner's Name									
Business Manager's Name									
Building Owner's Name									
SECTION 3 – CONVICTION REC	CORD								
Have you, or any other person listed on this application, been convicted of any of the following: A felony within the last ten (10) years?									
SECTION 4 – PARTNERSHIP/CORPORATION/LIMITED LIABILITY COMPANY INFORMATION									
Check the box that applies to your business:				Ē	Limited Liability Company (LLC)				
Partnership/Corporation/LLC name: State of Incorp. (if applicable)									
List information for all additional partners/members. Attach additional sheets, if necessary									
Name (First, MI, Last)	Date of Birth	Home Addre	ess	City			State	Zip Code	
Drivers License/State ID Number					DL/ID State of Issuance				
Name (First, MI, Last)	Date of Birth	Home Address					State	Zip Code	
Drivers License/State ID Number				DI	DL/ID State of Issuance				
Name (First, MI, Last)	Date of Birth	Home Addre	ess	City			State	Zip Code	
Drivers License/State ID Number				DI	DL/ID State of Issuance				

SECTION 5 - PENALTY NOTICE I understand that this license may be denied or revoked for fraud, misrepresentation or false statements contained in the application or for any violation of Wis. Stats. §§ 134.71, 943.34, 948.62 or 948.63. Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application. Signature of Applicant: FOR OFFICE USE ONLY **Department Approve** Denv **Staff Member** Reason Police Fire City Sealer Date Sent for Approval Safety and Licensing Common Council Date Issued **Expiration Date** License Number _______ _______

Return completed form to: Office of the City Clerk, 100 N Appleton St, Appleton WI 54911

SECONDHAND ARTICLE DEALER LICENSE INFORMATION

- Secondhand Article Dealer Licenses are required within the City of Appleton by persons who operate as secondhand article dealer, pawnbroker, secondhand jewelry dealer or secondhand article dealer in a mall or flea market. An article is defined as any item of value, excluding only motor vehicles, large appliances, furniture, books, and clothing other than furs. See City of Appleton Municipal code Sec. 9-416 for more information and definitions.
- Secondhand Article Dealer Licenses are valid for one calendar year from January 1st- December 31st, excepting Secondhand Mall/Flea Market Licenses, which are valid for 2 years from May 1 of an odd-numbered year to April 30 of the next odd-numbered year.
- Once a completed Secondhand Article Dealer License application is returned to the Office of the City Clerk, it is reviewed by several City Departments, the Safety and Licensing Committee, and the Common Council for approval. This process takes approximately 4 weeks, so please plan accordingly.
- License fees are non-refundable and are to be paid at the time of filing the application form. Fees are as follows:
 - o Pawnbroker initial/renewal \$217.00
 - Secondhand Article/Jewelry initial \$107.00
 - Secondhand Article/Jewelry renewal \$82.00
 - o Secondhand Article Mall/Flea Market initial/renewal \$172.00

Additional Questions?

Please contact the Office of the City Clerk at (920) - 832 - 6443.