



## DEALER in SECOND-HAND ARTICLES or AUTOMOBILE JUNKYARD LICENSE APPLICATION FACT SHEET

### Who must obtain this license?

- Any person or business, including a flea market vendor or antiques dealer, who buys, sells, or barter junk or second-hand articles (except books, pamphlets and periodicals, or used automobiles).
- Any person or business who operates or maintains an automobile junkyard (a place where one or more unserviceable, discarded, worn-out or junked automobiles, or bodies, engines, tires, parts, or accessories of junked automobiles, are gathered together), except for wrecking and salvage yards licensed by the Rd, Department of Business Regulation.
- Any person or business who buys, sells, or barter used metals, including any foundryperson.

**License fee:** Automobile junkyards and dealers in junk and second-hand articles — \$100.

Foundrypersons or other persons who receives metals for the purpose of melting them or converting them into castings — \$5.

The license expires on December 31 and must be renewed annually.

### Requirements for license applications:

- *Tax certificate.* The applicant must submit written certification from the Richmond Tax Collector that neither the applicant nor the property owner is in arrears on payment of any municipal taxes or fees."
- *Good Standing.* Corporate applicants must submit a certificate of good standing issued by the Secretary of State's Office.

### Requirements for new licenses:

- *Not transferrable.* A license is issued for sales at a particular location. It is not transferrable to another licensee, or to another location even if the same licensee will hold the license. For either a new licensee or new sales location, a new license is necessary.
- *Public hearing.* The Town Council must conduct a public hearing on an application for a new business location. The public hearing must be advertised in a newspaper at least seven but not more than fourteen days before the date of the public hearing. The applicant must pay a \$10 application fee (in addition to the license fee) and must pay for the cost of the newspaper advertisement. The license will not be granted if the owners or occupants of the greater part of the land within two hundred (200) feet of the building where the business is to be conducted object to the license.
- *Location.* New automobile junkyards must be located in compliance with R.I. Gen. Laws § 5-21-4 and Ch. 5.20 of the Richmond Code of Ordinances, as well as the Richmond Zoning Ordinance,

### Requirements for holding a license:

- All licensees shall keep record (in ink) a description of every article purchased or sold; the name and address of purchaser/seller; and day and hour of purchase/sale. Additionally, each licensee purchasing or receiving old or used metals other than junked automobiles or parts must also record the telephone number and signature of the seller and the price paid. The records must be produced at the request of law enforcement officials.
- Dealers in second-hand electrical appliances are required to give the buyer a three-day warranty.

**NOTE:** This summary is for the convenience of applicants. For all the legal requirements of this license or permit, you should consult the applicable state statute and town ordinance.

**DEALER in SECOND-HAND ARTICLES LICENSE  
or AUTOMOBILE JUNKYARD LICENSE**

**Town Clerk's License Application Checklist**

**Applicant:** \_\_\_\_\_

**Date Application Received:** \_\_\_\_\_

**License Number:** \_\_\_\_\_ **New:** \_\_\_\_\_ **Renewal:** \_\_\_\_\_

<b>TAXES:</b> Richmond Tax Collector's certification that taxes are current	
<b>CORPORATE:</b> R.I. Secretary of State's Office certificate of good standing ( <i>for corporations</i> )	
<b>LICENSE FEE:</b> <input type="checkbox"/> Junkyards; dealers in used metals, junk, or second-hand items – \$100 <input type="checkbox"/> Foundryperson, buyer of materials to melt or convert to castings – \$5	
<b>APPLICATION FEE:</b> <input type="checkbox"/> Application fee of \$10 <input type="checkbox"/> Cost of advertisement <i>(new licenses and new locations only)</i>	
<b>POLICE:</b> Police Chief's review and approval ( <i>new licenses only</i> )	
<b>ZONING:</b> Zoning certificate (existing uses) or zoning determination (proposed uses) <i>for new locations only</i>	



Town of Richmond, Rhode Island

Town Clerk's Office, 5 Richmond Townhouse Road, Wyoming, RI 02898 (401) 539-9000

APPLICATION for a MUNICIPAL LICENSE

DATE OF APPLICATION		<input type="checkbox"/> New License	<input type="checkbox"/> Renewal
NAME OF INDIVIDUAL OR BUSINESS TO HOLD THIS LICENSE			
THE APPLICANT IS <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> CORPORATION <input type="checkbox"/> LIMITED LIABILITY CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LIMITED PARTNERSHIP <input type="checkbox"/> JOINT VENTURE			
APPLICANT'S BUSINESS MAILING ADDRESS Street or P.O. Box			
City or Town	State	Zip Code	
Business telephone number(s)		Website:	
INDIVIDUAL MAKING THIS APPLICATION: Name			
Street			
City or town	State	Zip Code	
Telephone number(s)		E-mail address:	
BUSINESS LOCATION in Richmond Street address			
Tax Assessor's Plat and Lot number			
The undersigned, being duly sworn, upon oath does depose and say: 1. I am an authorized representative of this business. 2. The information on both pages of this application is true and correct. 3. This business is in compliance with all applicable town ordinances and regulations, state statutes and regulations, and federal statutes and regulations. 4. I have reviewed the checklist of documents that are required to obtain this license. I will be able to produce the required documents, or prove I have requested them, before the Town Council meeting at which this application will be considered.			
SIGNATURE _____			
PRINT NAME _____			
Sworn and subscribed to before me at _____, County of _____, State of Rhode Island, this _____ day of _____, 20 ____.			
_____ Notary Public Print name: My commission expires     /     /			

**DEALER in SECOND-HAND ARTICLES or AUTOMOBILE JUNKYARD  
LICENSE APPLICATION**

Applicant's name	
Please check one: <input type="checkbox"/> NEW LICENSE <input type="checkbox"/> RENEWAL	
<i>Type of business:</i> <input type="checkbox"/> Dealer in used metals <input type="checkbox"/> Dealer in junk or second-hand items <input type="checkbox"/> Automobile junkyard	
<i>For a new license, please provide the following information:</i>	
(1) Your date of birth:	Your place of birth:
(2) Your business employment during the past five years:	
(3) If you are currently licensed by another city or town in R.I., state the city or town and the type of license:	

OFFICE USE ONLY

Date of Town Council approval	Date license issued
Fee paid:	Date license expires
License issued by:	