

**COMMONWEALTH OF MASSACHUSETTS  
CITY OF EVERETT  
SECOND HAND DEALER'S, ANTIQUE, PRECIOUS METALS  
LICENSE APPLICATION**

Business (DBA) Name: \_\_\_\_\_

Everett Business Address: \_\_\_\_\_

Applicant's Legal Name: \_\_\_\_\_

Mailing Address (including Zip Code): \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Owner's Phone: \_\_\_\_\_

Signature\*

\*By signing above, the property owner indicates that the potential licensee is authorized to legally occupy the above mentioned property for the purpose of operating a second hand, Antique, Precious Metal or Pawnbroker business. **The property owners signature and property card from the assessors are required for new licenses only.**

**EMERGENCY CONTACT:**

**In case of emergency at the business address, please contact:**

Contact Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

***I hereby state that all information provided on this application is true and accurate, and I understand that any information that is found to be false or misleading may result in the forfeiture of this license. This license will only be effective for the listed location, and is subject to all of the terms, conditions, and limitations set forth in the Everett Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Everett City Council.***

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Title (owner, president, partner)**

Date: \_\_\_\_\_

**Please check appropriate License(s)**

**Second Hand** \_\_\_\_\_  
**Annual Fee: \$75.00**

**Antiques** \_\_\_\_\_  
**Annual Fee: \$100.00**

**Precious Metals** \_\_\_\_\_  
**Annual Fee: \$100.00**

**Inspection Fee: \$50.00**

**Please check one:**

New Application \_\_\_\_\_

Renewing Application  
w/Changes \_\_\_\_\_

Renewing Application  
w/NO Changes \_\_\_\_\_

**Type of Business**

Please check only one:

**Sole Proprietor:** \_\_\_\_\_

**Partnership (inc. LLP)** \_\_\_\_\_

*(Please attach the name of the partnership and all partners who own more than 10%)*

**Trust** \_\_\_\_\_

*(Please attach the name of the trust and all trustees who own more than 10%)*

**Corporation** \_\_\_\_\_

*(Please attach proof of the corporation including the names and addresses of the corporation, president, treasurer and secretary.)*

**LLC** \_\_\_\_\_

*(Please attach the name of the*

**ATTACHMENTS FOR ALL APPLICANTS**

1. Certificate of Good Standing
2. Inspectional Services Approval
3. Fire Prevention Approval
4. Workmen's Compensation Affidavit
5. REAP Attestation

**ATTACHMENTS FOR NEW LICENSES ONLY**

First-time applications must also include:

1. Criminal Offender Record Information (CORI)
2. Three (3) letters of recommendation (excluding relatives, partners, employees, fiduciary)
3. Application Fee, New Applicants
  - Second Hand (\$50.00)
  - Antiques (\$50.00)
  - Precious Metals (\$50.00)

**FOR CITY CLERK'S OFFICE USE ONLY**

- Application Accepted:  
Application Approved:  
Application Issued:

**INSPECTIONAL SERVICES DEPARTMENT REPORT:**

The building located at the premises mentioned above is in a \_\_\_\_\_ Zone.

- Use is permitted as of right     Use requires a special permit     Use is prohibited

*I do hereby state that as of this date the premises **meets / does not meet** all of the requirements imposed upon it pursuant to the city's building code. This application is for a second hand dealer's license.*

Inspector's Signature:

Print Name:

Date:

**TO BE COMPLETED BY THE INSPECTIONAL SERVICES, CALL TO SCHEDULE 617-394-2220**

**FIRE PREVENTION REPORT:**

I do hereby state that I have personally inspected the premises located at the applicant's business address as shown on the front of this application and as of this date the premises meets/does not meet all of the requirements imposed upon it pursuant to the fire prevention code. I make the following recommendation:

Pass \_\_\_\_\_ Fail \_\_\_\_\_

Inspector's Signature:

Print Name:

Date:

**TO BE COMPLETED BY THE FIRE INSPECTION, CALL TO SCHEDULE 617-394-2349**

**CERTIFICATE OF GOOD STANDING**

Property Address:

Do you own the property?    Y \_\_ N \_\_

I do hereby state that the owners of the proposed business are/are not current on the following taxes and fees:

Real Estate Taxes: **COMMENTS:**

Personal Property: **COMMENTS:**

Water/Sewer: **COMMENTS:**

Collector's Office Signature:

Print Name:

Date:

**TO BE COMPLETED AT THE COLLECTOR'S OFFICE, EVERETT CITY HALL, ROOM 13**