



**PAWNBROKER LICENSE APPLICATION
CITY CODE CHAPTER 114**

- \$100.00** License Fee per Year
- \$1.00** per billable transaction
- \$25.00** Background Check Fee/Person (new license only)
- \$5,000.00 Bond*** (Must be attached to completed application)

INCOMPLETE APPLICATIONS WILL BE RETURNED

NEW _____ RENEW _____ YEAR _____

Applicant/Owner Name: _____ DOB: _____

Home/Personal Address: _____

Phone Number(s): _____

Contact Email: _____

Business Name: _____

Business Address: _____

Name of Business Manager: _____

Legal Description of Business: _____

Is this application for: _____ Sole Proprietor _____ Partnership _____ Corporation

If a Corporation: State of Incorporation _____

Full name and address of all Officers and Directors or Partners:

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Name: _____ Address: _____

Does the applicant/business owner hold a current pawnbroker, precious metal dealer, or secondhand goods dealer license from any other governmental unit? _____ YES _____ NO

If yes, where? Provide license details _____

Has applicant ever been convicted of a crime other than a traffic violation? _____ YES _____ NO

If yes, please give an explanation including time, place, and nature of each crime/offense and disposition thereof. Include a separate sheet if necessary. _____

Is the pawnshop registered with the local police department for Automated Pawn System Interchange File Specification? _____ YES _____ NO

BOND REQUIREMENTS

*This application shall be accompanied by a bond in the amount of **\$5,000.00**, executed by a corporation authorized to do business in the State of MN and conditioned that in conducting the business, the licensee will observe all laws in relation to pawnbrokers and will conduct business in conformity hereto and that the licensee will account for and deliver to any person, legally entitled, any goods which have come into the licensee's hand through the licensee's business as a pawnbroker, or in lieu thereof, will pay the reasonable value in money to the person. **BOND MUST BE SUBMITTED WITH APPLICATION.**

Tax information is required by the IRS and MN Department of Revenue on all license applications

FEDERAL TAX ID # _____ STATE TAX ID # _____

If you do not have a state or federal tax ID, you must provide your SOCIAL SECURITY # _____

Applicants must also complete an authorization for consent to release information.

I hereby certify that I have read the foregoing questions and the the answers to said questions are true to the best of my knowledge. I further understand that an investigation for a new license will be charged by the City. If convicted of any crime other than a traffic offense, I will report such conviction to the City of Forest Lake immediately. I have read and understand the state laws regulating pawnshop and pawnbroker practices.

Applicant Signature _____ Date _____

Police Signature _____ Date _____

Council Signature _____ Date _____

**Minnesota Government Data Practices Act – Chapter 13
“Tennessee Warning”**

Data is requested from the applicant on various forms. The purpose and intended use of the requested data is to verify the applicant meets all state statute and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

The following data collected, created, or maintained is classified under the Minnesota Government Data Practices Act as Private data **until license approval** when the data becomes **Public**: (13.41, Subd. 4).

1. Data submitted by applicants (other than names and designated addresses).
2. Orders for hearing and findings of fact.
3. Conclusions of law and specification of the final disciplinary action contained in the record of the disciplinary action.
4. Entire record concerning the disciplinary proceeding.
5. License numbers.
6. License status.

The following data collected, created, or maintained is classified as Private: (13.41, Subd. 2).

1. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to the disclosure.
2. The nature or content of unsubstantiated complaints when the information is not maintained in anticipation of legal action.
3. Inactive investigative data relating to violations of statutes or rules.
4. The record of any disciplinary proceeding except as limited by Subd. 4.

The following data collected, created, or maintained is classified as Confidential: (13.41, Subd. 3).

1. Active investigative data relating to the investigation of complaints against any license.

Under law, private data may be shared with licensing and inspection employees, approval authorities, insurance providers, law enforcement employees, contracted inspection officials, as required by court order and City officials who have a bona fide need for it. The City of Forest Lake may make any data classified as private or confidential accessible to an appropriate person or agency if the licensing agency determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

We ask that you complete or provide all data requested on the application form(s) unless we have noted that it is not required. Refusal to supply required information may mean that your application cannot be processed.

**I READ AND UNDERSTAND THE ABOVE INFORMATION REGARDING
MY RIGHTS AS A SUBJECT OF GOVERNMENT DATA.**

Date

Signature of Applicant

