



City of Clive
1900 NW 114th Street
Clive, IA 50325
Phone: 515-223-6220
Fax: 515-457-3091

APPLICATION TO OPERATE A PAWNBROKER ESTABLISHMENT

License Fee \$ 50.00 Per Establishment

All information required of the applicant must be provided by every person who, directly or indirectly, has any right to participate in the management or control of the proposed pawnbrokers establishment. Such information must be provided for all shareholders of a corporation having five or less shareholders.

APPLICANT'S NAME: _____

HOME ADDRESS: _____

PLACE OF BIRTH: _____ DATE OF BIRTH: _____

SOCIAL SECURITY #: _____ PHONE #: _____

OTHER NAMES BY WHICH APPLICANT HAS BEEN KNOWN: _____

PROOF OF AGE: **Copy of Driver's License Required**

BUSINESS NAME: _____

BUSINESS ADDRESS: _____ PHONE #: _____

MANAGER: NAME & ADDRESS: _____

TYPE OF BUSINESS:

Sole Proprietorship: ___ Corporation: ___ Partnership: ___ Other (Describe): _____

Provide the following information concerning all persons or entities whom directly or indirectly, have the right to participate in the profits, management, or control over the business to be conducted hereunder including, but not limited to, partner and limited partners. For corporations list all officers, directors, and shareholders.

NAME: _____ ADDRESS: _____

SOCIAL SECURITY #: _____ DATE OF BIRTH: _____

PLACE OF BIRTH: _____

NAME: _____ ADDRESS: _____

SOCIAL SECURITY #: _____ DATE OF BIRTH: _____

PLACE OF BIRTH: _____

NAME: _____ ADDRESS: _____
SOCIAL SECURITY #: _____ DATE OF BIRTH: _____
PLACE OF BIRTH: _____

NAME: _____ ADDRESS: _____
SOCIAL SECURITY #: _____ DATE OF BIRTH: _____
PLACE OF BIRTH: _____

State your criminal record (within the previous five years), whether that of your spouse, partners, or officers, directors, and shareholders of the corporation, have been convicted of any law relating to theft, damage or trespass to property, sale of a controlled substance or the operation of a business, including the nature and date of the offense and the penalty received. (If none, please write NONE below.)

NAME	DATE	PLACE	CHARGE	DISPOSITION

Owner of the building where establishment is to be located:

Name: _____ Address: _____

Each applicant will file with the City Clerk a bond with a surety approved by the City Council, in the penal sum of one thousand dollars (\$1,000.00), conditioned that the applicant will comply with and observe the terms and conditions of all provisions of the Code of Ordinances relating to secondhand goods, dealers, or their business, and will pay all costs, fines, and penalties incurred on account of the applicant's failure to observe such provisions and will pay all damages resulting to any person by reason of the wrongful purchase or receiving of any stolen property or property from any minor, which bond shall be approved by the City Council and filed with the City Clerk.

Premises Diagram: Attach a clear and understandable sketch of the premises showing all areas under the control or lease of the applicant. *Include all floors where items will be sold or stored.* Indicate all entrances and exits, retail sales areas, storage areas, bathrooms, and where licenses are displayed. Include dimensions of the retail sales area and the entire interior area of the building. Provide separate diagram for each floor.

Each of the undersigned applicants, for himself/herself/itself does solemnly swear that true and complete answers have been made to all questions in the foregoing application and that the statements in said application are true and correct; and does hereby agree and warrant that if granted a license, will obey all of the rules and regulations applicable thereto of the City Council of the City of Clive, Iowa. Falsification of the contents of this application is grounds for revocation of any license issued pursuant hereto. The applicant certifies that he/she is a person of good moral character.

SIGNATURE of applicant(s). If a corporation, by an agent authorized to sign; and if a partnership, by a partner. Please print names under signatures.

APPLICANT

APPLICANT

APPLICANT

APPLICANT

Subscribed and sworn to before me on this _____ day of _____, _____

Notary Public

FOR OFFICE USE ONLY:

POLICE DEPARTMENT APPROVAL:

DATE: _____

RECEIPT: _____

FEE PAID: _____

LICENSE #: _____

EXPIRES: _____

Chief of Police

CITY OF CLIVE

AFFIDAVIT

Every secondhand goods dealer is required to keep a record register, in which the dealer accurately, intelligently, and legibly enters, in ink, in the English language, at the time of purchasing or receiving any article or item:

- The value of the article;
- The amount paid, advanced, or loaned for the article;
- A detailed, complete, and accurate description of the article, including identifying marks;
- The article's serial number and model number, if any;
- The name of the person from whom the article is purchased or received, his or her residence address, social security number, height, and general description;
- The date, time, and place of the transaction;
- The time and date when the article is to be redeemed or bought back;
- Any mortgage or bill of sale taken, or receipt or pawn ticket given;
- When, and by whom, an article was bought back or redeemed;
- When, to whom, and how an article was disposed of, not to include pawned items.

Every secondhand goods dealer shall also record the date of disposition of said article or any part or portion thereof. Said disposition report shall be located in the same book and at the same place where the receiving records for said article are located.

Any person who fails to keep such records or fails to make the required entries therein, or intentionally or knowingly makes any false or unintelligible entry or any entry which the dealer has reason to believe is untrue, or who fails to make the inquiries necessary to enable the dealer to make such entries or any of them, or who fails to produce the records when requested, or who destroys or negligently permits such records to be destroyed or lost is guilty of a simple misdemeanor.

Every secondhand goods dealer shall submit to the Police Department, by noon on Friday of each week, a record of each item received on pawn or purchased outright. Such record shall include all information required by subsection 1. A secondhand goods dealer or employee who fails to submit such record on each item received is guilty of a misdemeanor.

The secondhand goods dealer's register required by this chapter shall at all times be open to inspection by a duly authorized officer of the City without warrant. The secondhand goods dealer shall also, upon request, show to any such duly authorized officer any articles purchased, taken, or received by the dealer or deposited with the dealer and in the dealer's possession.

To each person selling, negotiating, depositing, or leaving any property with a secondhand goods dealer, the secondhand goods dealer shall give a ticket upon which shall be printed or written a copy of all entries required by this chapter to be made in the secondhand good dealer's register with reference to the transactions with such person. The secondhand goods dealer shall make no charge for such ticket.

Any item received by a secondhand goods dealer shall not be sold, transferred, altered, removed from the premises, or otherwise disposed of for seven (7) days after the date of purchase. However, an individual may redeem an item that he or she pawned any time after the item was received on deposit, excluding Sundays and legal holidays. Failure to hold said items for the required holding period is deemed a simple misdemeanor.

The Police are authorized to seize property, with proper seizure notice, or require the dealer to hold property, which they have probable cause to believe, is stolen property. A receipt will be given to the secondhand goods dealer for all property seized.

No person under the age of eighteen (18) years shall sell or pawn any item with any secondhand goods dealer, nor shall any secondhand goods dealer receive any items from a person under the age of eighteen (18) years.

No dealer shall receive any goods unless the seller presents two (2) forms of identification. Proper identification shall consist of, but not be limited to, driver's license, picture I.D., medicard, draft card and/or major credit card.

No goods or merchandise shall be stored or continuously displayed on any public street, alley, or public parking. Any goods or merchandise stored or displayed outside a fully-enclosed building shall be done so in an orderly and clean fashion so as not to create a nuisance, as defined in the Code of Iowa or this Code of Ordinances, or stored or displayed in such a manner as to provide a habitat or breeding area for rodents or insects. Goods and merchandise stored or displayed outside, which are not designed to be placed, freestanding, on the ground, shall be placed on racks or shelves.

Any license under this chapter may be denied, suspended, or revoked for any of the following reasons:

- The proposed use is in conflict with the Zoning Ordinance;
- The proposed use is in conflict with any health, building, building maintenance, or other provision of this Code of Ordinances or State law;
- Violation of any provision of this chapter;
- Fraud, misrepresentation, or false statements in securing a license;
- Fraud, misrepresentation, or false statements in the course of the applicant's business;
- Conviction within the preceding five (5) years of any public offense relating to theft, damage, or trespass to property or to the operation of a business.

The Clerk may, upon receipt of information alleging that grounds exist to deny, suspend or revoke the license of any applicant or licensee under this chapter, and after consultation with the legal department, report the circumstances to the Council, which in such cases may cause a notice to be served on the applicant or licensee, which notice shall state that a denial, suspension, or revocation hearing has been set before the Council, the grounds for the proposed denial, suspension, or revocation, the date and time of the hearing, and the place where the hearing will be conducted. Upon such hearing, if the Council determines that one or more of such grounds do exist, it may deny an application or suspend or revoke an existing license. In the event such license is revoked, no license under this chapter shall be issued to that licensee for a period of one year.

Unless another penalty is expressly provided by this chapter for any particular provision or section, any person violating any provision of this chapter or any rule or regulation adopted herein by reference shall, upon conviction, be subject to a fine of not more than two hundred dollars (\$200.00) or imprisonment not to exceed thirty (30) days.

I will observe and carry out the requirements of any provisions of the Code of Ordinances in force at the time of application, or any provision of this Code of Ordinances passed thereafter and during the time the license is in force, in relation to secondhand goods dealers or their business.

(Signature of Applicant)

(Date)