



**City of Lawrence
Office of the City Clerk**

CITY COUNCIL DOCUMENT # _____

**OLD GOLD AND SECOND HAND DEALER
APPLICATION INSTRUCTIONS AND CHECKLIST**

1. _____ Contact the Lawrence Police Department, 90 Lowell Street, Lawrence, MA [978-794-5900 – Ext. 584] for completion of an investigation and report [See; Ord. Sec. 5.44.020];
2. _____ Complete the Tax Verification Form to verify any outstanding taxes or betterments due;
3. _____ Return the completed application to the Office of the City Clerk to schedule the license petition before the Lawrence City Council;
7. _____ Upon approval of the license by the Lawrence City Council a license may be obtained from the Office of the City Clerk;

NOTE: OLD GOLD AND SECOND HAND DEALER LICENSSE EXPIRE ON APRIL 30TH OF THE YEAR FOLLOWING THE DATE THE LICENSE ISSUES

CLERK'S OFFICE STAFF ONLY

REVIEWED BY CITY CLERK STAFF: INITIALS: _____; DATE: _____



**CITY OF LAWRENCE
SECOND HAND/OLD GOLD DEALER
LICENSE APPLICATION AND PETITION**

[Ord. sec. 5.44]

DATE:

The Undersigned Submits Application for Approval of the Following License:

TO THE MEMBERS OF THE LAWRENCE CITY COUNCIL:

Your petitioner presents an application and petition for the approval of:

TYPE OF LICENSE REQUESTED [CHECK ONE OR BOTH]:

OLD GOLD [FEE - \$125.00] **SECOND HAND DEALER [FEE - \$125.00]**

** License Expires on April 30th of the year following the date of issuance*

_____/_____
(name of applicant-print) *(date of birth)*

(home address of applicant OR Corporate Headquarters address if Incorporated)

(City) *(State)* *(Zip)*

(Lawrence Address of Lawrence where Business is to be conducted)

(City) *(State)* *(Zip)*

(Tel Number) _____ *(Fax)* _____

(Cell Number) _____ *(E-Mail)* _____

Type of Business: _____

Is your organization a Charitable or Religious Organization: [] YES; [] NO

**See G.L. c. 140, sec. 54 exempting Charitable or Religious Organization from application fees.*

(signature of applicant)

date



Lawrence Police Department

90 Lowell Street
Lawrence, MA 01840

Telephone: (978) 794-5900

Fax: (978) 794-5915

FINGERPRINTING CORI LAWRENCE POLICE DEPARTMENT

DATE: ____ / ____ / ____

Applicant's Name: _____

All vendors and employees operating under this license must be fingerprinted and obtain a CORI review by the Lawrence Police Department

----- FOR POLICE OFFICAL USE ONLY -----

Please check all that apply

- A Public Safety Review has been completed on the applicant and each employee identified by the applicant for this license.
- CORI Review of applicant and each employee completed.
- Fingerprints for applicants and each employee competed.
- Other: _____

THE FOLLOWING FEES MUST BE COLLECTED IN A FORM OF MONEY ORDER ONLY

A MONEY ORDER in the amount of \$30.00
Payable to: COMMONWEALTH OF MA

Date collected: ____ / ____ / ____

Public Safety Review Fee of \$70.00
Payable to: THE CITY OF LAWRENCE

Date collected: ____ / ____ / ____

APPLICATION: APPROVED

DENIED

COMMENTS:

Authorized by: _____

Lawrence Police Department Representative

DATE: ____ / ____ / ____



City of Lawrence
Office of the City Clerk

CITY COUNCIL DOCUMENT #

OLD GOLD/SECOND HAND DEALER POLICE INVESTIGATION

To: The Chief of Police

In Re: Old Gold/Second Hand Dealer Application

Referral for Investigation and Report [Ord. Sec. 544.020]

Date: _____

The Office of the City Clerk has received the attached application for an Old Gold/Second Hand Dealer License to be presented for consideration of approval by the Lawrence City Council. The application is forwarded to the attention of the Lawrence Police Department pursuant to Sec. 5.44.020 of the Lawrence City Ordinance to conduct an investigation and report pursuant to **Section 5.44.020 - Investigation of applicants and Section 5.80.030 _ Applicant's submission to fingerprinting.**

Please forward a report of the investigation completed by the Lawrence Police Department regarding the attached application at your convenience. The attached form provide may be used as a report to the City Clerk's Office or you may forward any report document you prefer.

Thank you for your attention.

William J. Maloney, City Clerk



City of Lawrence
Office of the City Clerk

CITY COUNCIL DOCUMENT #

OLD GOLD/SECOND HAND DEALER

To: The Lawrence City Clerk
In Re: Investigation Report of Applicant [Ord. Sec. 544.02]

Name of Applicant (print):

In accord with the Sec. 5.44.020 of the City Ordinances for the City of Lawrence, MA, an investigation has been completed and the following is a report:

- the applicant is suitable for the requested license per Ord. Sec. 5.44.020;
the applicant is NOT in compliance with the requirements of Ord. Sec. 5.44.020;
Comments:

(*attach additional reports or documents, if any)

Lawrence Police Department (signature)

date

(print name)

Please return the completed report to the applicant for submission to the City Clerk with all other materials.



CITY OF LAWRENCE LICENSE APPLICATION

[TAX ASSESSMENT AND VERIFICATION FORM]

CITY ORDINANCE: 3.08.110 AND 5.04.080 & MGL C.40, SEC 57

COMPLIANCE LIST

ALL PAYMENTS REQUIRED BEFORE ISSUANCE OF PERMITS OR LICENSES

(Please print)

Name of Applicant

Applicant's current Address

Applicant's Telephone No.

City

State, Zip

Property Owner's Name

Property Owner's Address

Owner's Telephone No.

City

State, Zip

DO YOU OWN OTHER PROPERTIES IN THE CITY OF LAWRENCE? YES NO
Please list below

List of other Properties owned by the Owner (*Must attach Assessor's print out of all properties*)

Address

Map and Lot

Address

Map and Lot

Address

Map and Lot

More space needed - See attached list. Attachment must be signed and dated and stamped by City departments

Applicant's Signature

I declare under the pains and penalties of Perjury that the statements made on this application are true and correct. I also certify that all information herein is true and complete. I understand that any misleading or incorrect statements render this application void and can be grounds for revocation of permit or license. I have not knowingly and willfully made false statements or included false documents in support of this application or permit

Tax Collector's Staff Name

Signature

Date

(Taxes
Demolition
Liens)

Water Department's Stamp

Water Department's Staff Name

Signature

Date

(Water &
Sewer)

Inspectional Services' Stamp

Inspectional Services Staff Name

Signature

Date

(Trash
Tickets,
etc...)

This sign off list must be attached to all permits or license applications.

All sign off must include department stamps, signatures and dates.

PHOTOCOPIES WILL NOT BE ACCEPTED.

Lawrence City Ordinance 3.08.110- Payments due prior to issuance of licenses or permits.

A. The city shall deny any application for and shall revoke or suspend any license or permit, including renewals and transfers, issued by any board, officer or department for any person, corporation or business enterprise who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges, or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised on or about real estate whose owner has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charges.

B. This section shall be administered in accordance with General laws, chapter 40, section 57, as amended from time to time.

(Ord. dated 8/2/95: prior code § 25-11)

Lawrence City Ordinance 5.04.080 - Denial, revocation, or suspension of licenses and permits for failure to pay municipal taxes or charges.

A. The tax collector shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a 12-month period, and that such party has not filed in good faith a pending application for an abatement of such tax of a pending petition before the appellate tax board.

B. The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than 14 days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as the date of issuance of said certificate. *Ord. dated 5/3/05*

Massachusetts General Laws (MGL) Ch 40, Section 57. - For full language of this law visit <http://www.malegislature.gov/Laws/Search>.

