

CITY OF PORT HURON

Pawnbrokers, Secondhand Dealers & Precious Metal/Gem Dealers Application



Rev: 02-2016

Dear Applicant:

State and local laws require Pawnbrokers, Precious Metal & Gem Dealers and Secondhand Dealers to obtain an annual license from the local governmental unit in order to conduct business. To apply for any or all of these licenses, please complete the application that follows on the next page and submit with the \$50 annual fee per license type to the following agency (if the business is conducted in the City of Port Huron corporate limits):

Port Huron Police Department
100 McMorran Boulevard
Port Huron, Michigan 48060

Additional Application Information

LeadsOnline Requirement. Section 12-352(b) of the Port Huron City Code (local law) requires all dealers to use the City's vendor, LeadsOnline, to electronically report transaction records online. There is no cost to enter the records and a paper copy will no longer be required. Contact Detective Lt./Sgt. In the Detective Bureau at 984-9711 to begin the process.

Pawnbrokers. State law also requires a bond be given in the corporate name in the penal sum of \$3,000 with at least 2 sureties when applying for the license. Please refer to state law for more information regarding this requirement.

Precious Metal/Gem Dealers. State law requires Precious Metal & Gem Dealers to provide the name, address and *thumbprint* of the applicant, all owners and all agents or employees of the dealer. A separate form is included for documenting this information. Each person will also be required to visit the Port Huron Police Department for a thumbprint to be taken. **There is a \$10 background check fee required per employee/agent. Any owner/officer added after the issuance of the license each year will also be required to pay the \$10 background check fee.**

State and local laws governing the licensing. Listed below are the state and local laws applicable to the licenses and conduct of business. You are responsible for knowing and following these laws.

<u>Dealer License</u>	<u>State law</u>	<u>Port Huron City Code (local law)</u>
Pawnbrokers	Act 273 of 1917.....	Chapter 12, Businesses, Article IX
Precious Metal & Gem Dealers	Act 95 of 1981.....	Chapter 12, Businesses, Article XII
Secondhand Dealers	Act 350 of 1917.....	Chapter 12, Businesses, Article XI

If you have any questions, or need a copy of the laws, please feel free to contact the Port Huron Police Department at the number listed below or visit the web sites to obtain a copy of the laws:

State law: <http://www.legislature.mi.gov/mileg.aspx?page=home>

Port Huron City Code (Chapter 12): <http://www.porthuron.org/Ordinances.aspx>

Questions?

Contact the Port Huron Police Department at (810) 984-9715

CITY OF PORT HURON

Pawnbrokers, Secondhand Dealers & Precious Metal/Gem Dealers Application



Rev:02-2015

CHECK ALL LICENSES THAT APPLY

Annual License Fee: \$50 each

- Pawnbroker: New Renewal (Bond given in corporate name in the penal sum of \$3,000, with at least 2 sureties.)
 Precious Metal: New Renewal (Name, address & thumbprint of each owner/officer & employee/agent of the business required.)
 Secondhand: New Renewal

NOTE: Per City Code §12-38: No license shall be issued to any person who is indebted or obligated to the City for any sum of money, other than for current taxes.

BUSINESS INFORMATION

- Applicant's name: _____ Contact Phone #: _____
- Business name: _____ Business Phone #: _____
- Business address: _____
- Has a license for this business ever been revoked or suspended: _____ If YES, please explain: _____
- Is the business reporting transactions electronically with LeadsOnline? _____ If NO, please explain: _____
- Provide the following for **each** Owner/Officer of the business (use separate sheet if necessary):
 - Full name: _____ Date of birth: _____
 - Home address: _____ Contact Phone #: _____
 - Driver's License # (include copy): _____ Race: _____ Male or Female: _____
 - Full name: _____ Date of birth: _____
 - Home address: _____ Contact Phone #: _____
 - Driver's License # (include copy): _____ Race: _____ Male or Female: _____
- By way of my signature below, I hereby affirm that the information provided in this application is true and correct to the best of my knowledge. I further affirm that I am aware of the state and local laws pertaining to the operation of the businesses being applied for in this application. I further affirm and understand that this application may be denied or revoked for fraud, misrepresentation or false statements contained herein or for any violation of state law or local laws in the operation of the business.

Applicant's signature

Date

SUBMISSION OF APPLICATION or QUESTIONS

Port Huron Police Department, 100 McMorran Boulevard, Port Huron, MI 48060
For questions regarding these licenses, call the office at (810) 984-9715

Below for Office Use Only

Staff Verification of Application

Approvals

_____ Date received	_____ City Clerk (Civil Infractions)	_____ Date	_____ Zoning Administrator	_____ Date
_____ Received by initials	_____ City Treasurer (Water; Property Taxes)	_____ Date	_____ PHPD Records Supr. (iChat; OWI; Tickets; Code Enf.)	
_____ Total fees paid	_____ Income Tax Administrator	_____ Date	_____ Officer Verifying LEADS Online Use	_____ Date
_____ DL's or personal ID's provided for all				
_____ Pawnbrokers: Current Bond provided				
_____ Precious Metal: Add'l Form & Thumb Prints				

LICENSING

Director of Public Safety Date

APPROVED

License #: _____ Expires on: 12-31-_____

DENIED

Denial letter sent on: _____

