



# AUCTION PERMIT

**BUSINESS LICENSE APPLICATION**  
OFFICE OF THE CITY CLERK  
ONE CITY SQUARE, SUITE 205  
WARREN, MI 48093-2393  
(586) 574-4557 / FAX (586) 574-4556

**FEES:** 1 Day: \$40.00  
1 Month: \$110.00  
3 Months: \$210.00  
6 Months: \$360.00

**LICENSE EXPIRES:** \_\_\_\_\_

I hereby apply for an Auctioneer Permit to operate an auction within the City of Warren in compliance with the Code of Ordinances of the City of Warren. (Chapter 8, Article I, Section 8-1 thru 8-7, Article II, Section 8-21 thru 8-26)

NEW  RENEWAL

**PLEASE COMPLETE APPLICATION IN FULL**

NAME OF BUSINESS WHERE \_\_\_\_\_

AUCTION IS TO BE HELD: \_\_\_\_\_

PHONE: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_ Warren, MI

street city state zip

OWNER OF THE ABOVE

BUSINESS NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

street city state zip

AUCTIONEER'S NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

AUCTIONEER'S ADDRESS: \_\_\_\_\_

street city state zip

TYPE OF MATERIAL TO BE AUCTIONED: \_\_\_\_\_

DATE(S) OF AUCTION: \_\_\_\_\_

SEND CORRESPONDENCE BY:  EMAIL: \_\_\_\_\_  MAIL ONLY

I certify that all statements on this application are true. I understand that any false information may result in the revoking of this license.

Applicant Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Preferred Mailing Address:  Business Address  Auctioneer Address  ATTN: \_\_\_\_\_

Other: \_\_\_\_\_  
street city state zip

### REQUIREMENTS:

- Statement from the Treasurer's Office ((586) 574-4542 - 2nd Floor of City Hall) stating the personal property taxes will be paid or have been paid
- Complete list of items to be sold (two copies)
- Copy of Applicant's Driver's License or State ID
- Must be a licensed Auctioneer in the City of Warren: License No. \_\_\_\_\_
- Original recorded Surety Bond with Auctioneer License on File with Clerk's Office

\* In accordance with the Warren Code of Ordinances mandated in Section 18-9: No license shall be issued or renewed under the provisions of this chapter or any other ordinance of the city until any and all personal property taxes, levied and assessed against such person by the city which may be due and payable at the time of the filing of the application for such license, shall have been paid (Applies to Warren businesses only) / THIS LICENSE IS NON-TRANSFERABLE & NON-REFUNDABLE

### OFFICE USE ONLY

DEPARTMENT APPROVAL:

POLICE:  (Police approval of item(s) to be sold required at least 24 hours prior to sale)

Issued by: \_\_\_\_\_ Computer Entry  Paper License

LICENSE EXPIRES: \_\_\_\_\_

FEE \$ \_\_\_\_\_

AUCTION PERMIT NO. \_\_\_\_\_

PAID  OTC  MAIL

LIST OF ITEMS TO BE SOLD

AUCTIONEER'S NAME PLACE OF SALE:

DATE(S) OF SALE:

Table with 4 columns: DESCRIPTION OF ITEM, BRAND NAME, MODEL NO., SERIAL NO. The table contains 25 empty rows for listing items.

REQUIREMENTS: File one (1) copy with the Police Department 24 hours before sale AND One (1) copy attached to Permit