

CITY CLERK  
P.O. BOX 8009  
STERLING HEIGHTS, MI 48311-8009

**CITY OF STERLING HEIGHTS  
APPLICATION FOR AN AUCTION LICENSE**

IMPORTANT: By Ordinance, this application must be filed at least 10 days prior to the proposed auction sale.

**AUCTION BEING HELD FOR:**

Company Name:\_\_\_\_\_

Business Address:\_\_\_\_\_

City:\_\_\_\_\_ State:\_\_\_\_\_ Zip:\_\_\_\_\_

Telephone No:\_\_\_\_\_

Indicate if Applicant is an individual, firm, corporation, limited liability company, partnership, limited partnership or association:\_\_\_\_\_

Indicate name and the position of individual filing this application:\_\_\_\_\_

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**LICENSED AUCTIONEER:**

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

Residential Address:\_\_\_\_\_

City:\_\_\_\_\_ State:\_\_\_\_\_ Zip:\_\_\_\_\_

Telephone No:\_\_\_\_\_ Driver License No:\_\_\_\_\_

Business Address:\_\_\_\_\_

Dates of Auction:\_\_\_\_\_

Time period during which the sale will be conducted:\_\_\_\_\_

Location of Auction:\_\_\_\_\_

**ATTACHMENTS TO BE SUBMITTED WITH APPLICATION:**

- A full, detailed and complete inventory of the goods or equipment that are to be sold, which inventory shall:
  - a) Itemize the goods or equipment to be sold and contain sufficient information concerning each item, including make and brand name, if any, to clearly identify it.
  - b) Show the cost price of each item in the inventory together with the name and address of the seller of the items to the applicant, if known, the date of the purchase, the date of the delivery of each item to the applicant, and the total value of the inventory at cost.
- A statement as to whether or not the auction will be with or without reservation.
- A written disclosure of any convictions of felonies or any crimes involving dishonesty, fraud or deceit.
- A non-refundable license application fee in the amount of \$25.00 per day for each day that the auction sale is proposed to be conducted.
- A bond with a surety company in the amount of \$2,500.00.
- A statement from the City Treasurer that all personal property taxes relating to the business for the current calendar year have either been paid or an escrow agreement satisfactory to the City Treasurer has been established to ensure their payment from the auction proceeds at the conclusion of the sale.

**NOTE: It shall be unlawful for any person to knowingly make any false, fraudulent, or untruthful statement, either written or oral, or in any way knowingly to conceal any material fact or to give or use any fictitious name in applying for a license under this Article. Any license so obtained shall be void.**

Issued By:\_\_\_\_\_

Approved By:\_\_\_\_\_