

APPLICATION FOR PERMIT☐ **Precious Metals Dealers**☐ **Pawn Shops**☐ **Precious Metals Dealers & Pawn Shops**

NOTE: All documentation, including Criminal History Record, must be dated within 30 days of submitting Application / see Instructions/Checklist for additional detailed information.

- There is a \$200 Application fee (*Nonrefundable*).
- Business must be conducted only from the fixed and permanent Business Location listed in this Permit Application.
- Read the Code of Virginia – **Title 54.1** (Professions and Occupations), **Chapter 41** (Precious Metals Dealers) as well as the Washington County (VA) Code – **Chapter 18** (Business), any other federal, state, and tribunal codes to ensure compliance with all requirements, including obtaining a business license.
- Display the Permit in a conspicuous place on the premises. A Permit is valid for one year from the date of issuance and must be renewed annually prior to its expiration in the same manner as initially obtained. Note that a Permit may be denied or revoked if convicted of a felony or crime of moral turpitude.
- Immediately report to the Commissioner of the Revenue the permanent closing of a business or any change of applicant contact information (mailing address, telephone number, email address, etc.).

APPLICANT INFORMATION									
Type of Application (check one):		<input type="checkbox"/> Initial Application				<input type="checkbox"/> Renewal Application			
Applicant's Full Name:		First	Middle		Last	Suffix	Alias/Other Name(s)		
Applicant's Date of Birth:			Age:		SSN:		Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Applicant's Home Address:									
Applicant's Email Address:						Phone Number(s):			
Applicant's Business Location:									
Applicant's Employer:									
Federal EIN:				Type of Business:		<input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> LLC			
Employer's Address:									
Employer's Telephone:						Fax:			
Employer's Email Address:									
ADDITIONAL DOCUMENTATION (see Instructions / Checklist for details)									
• Criminal History Record(s)			• Fingerprint Card(s)			• Written Report of inspection/approval of weighing devices			
CERTIFICATION									
<p>The owner must sign and date this form. If the business is an entity such as a trust, partnership, limited liability company, or corporation, it must be signed by a member, partner, executive officer, or other person specifically authorized in writing by the trust, partnership, limited liability company, or corporation to sign. It is a misdemeanor for any person to willfully subscribe a return which is not believed to be true and correct as to every material matter. (58.1-11)</p> <p>I, the undersigned, do swear or affirm under the penalty of perjury: (1) that the information herein is true, complete, and correct to the best of my knowledge and belief; (2) that I am the owner or a member, partner, executive officer, or other person specifically authorized in writing to sign on behalf of the business; and (3) that I HAVE NOT, within the last seven (7) years, been convicted, pleaded nolo contendere, or suffered a forfeiture on any felony charge or crime of moral turpitude.</p>									
Signature of Owner/Authorized Person			Print Name <u>and</u> Title or Capacity for Signing				Date		
Signature of Co-Owner if Applicable			Print Name <u>and</u> Title or Capacity for Signing				Date		
FOR OFFICE USE ONLY									
SHERIFF _____ (initials)									
<input type="checkbox"/> Permit Application <input type="checkbox"/> \$200 Application Fee <input type="checkbox"/> Fingerprint Card(s) & <input type="checkbox"/> Criminal History Record(s) for:			<input type="checkbox"/> Weighing Device(s) Approval Evidence Based on Criminal History Record Review ONLY – Qualifies for Permit: <input type="checkbox"/> YES <input type="checkbox"/> NO Date: _____ If "No," explain:				Date Permit Issued: _____ Date Permit Expire: _____		

***Make checks payable to Washington County Virginia.**

***Memo section on check should state Precious Metals or Pawn.**

***Applicant must have all requested information, including Bond, in hand at time of permit issue.**