State of Connecticut
Department of Emergency Services & Public Protection

Advisement of Secondhand Dealer Requirements

Last Name	First Name	Middle Initial	Name of Business

Business address:

Number, Street, Unit No. *(No P.O. Box)*	City/Town	Zip Code

Secondhand Dealer Requirements

As a person, as defined under Section 1 of Public Act 11-100, who is applying for a license from the State of Connecticut Department of Emergency Services and Public Protection (DESPP) to engage in or carry on the business of a Secondhand Dealer at the address listed above, you are required, if so licensed, to comply with the requirements of Sections 10 through 11, inclusive, of Public Act 11-100, as well as the following requirements of the licensing authority, the Commissioner of the Department of Emergency Services and Public Protection:

The Commissioner of the Department of Emergency Services and Public Protection will issue a Secondhand Dealer License for the specific business, location and town or city for which you have applied. This license does not allow you to engage in or carry on the business of a secondhand dealer as any other business, in any other location or in any other town or city. The Commissioner of DESPP may, after notice and hearing, suspend or revoke such licenses for cause which shall include, but is not limited to, failure to comply with any requirements for licensure specified by the Commissioner of DESPP at the time of issuance. Such license shall be displayed in a conspicuous location in the place where such business is carried on.

At the time of receipt of your license, you are required to file, with the Commissioner of DESPP, a bond, with competent surety, in the sum of ten thousand dollars, to be approved by the Commissioner of DESPP and conditioned for the faithful performance of the duties and obligations pertaining to the business so licensed.

During the term of such license, you shall notify the Commissioner of DESPP in writing of any additional places that will be used by the business for the purchase, receipt, storage or sale of property prior to such use, of the addition or discontinuation of any Internet web sites or accounts used to conduct the business and of the addition of any employees, officers, shareholders, financial backers or creditors or any other individual with a relationship to the entity that is similar to that of an officer, shareholder, financial backer or creditor.

No secondhand dealer licensee shall take, receive or purchase tangible personal property without receiving and copying proof of the identity of the person selling the property if such person is not a wholesaler. Such identification shall include a photograph, an address, if available on the identification, and an identifying number, including, but not limited to, date of birth. No secondhand dealer licensee may purchase any personal property from a minor unless such minor is accompanied by such minor's parent or guardian and the identification of such parent or guardian copied as if they were the person that the property was received or purchased from.

You are required to maintain a computerized record-keeping system deemed appropriate by the Commissioner of DESPP. Entries shall be entered in English, at the time the person acting under this license purchases any article of personal property, a description of such article and the current location that it is stored and the name, the residence address, the proof of identity as required by this section and a general description of the person from whom, and the date and hour when, such property was purchased and in which, if the property does not contain any identifiable numbers or markings, shall be included a digital photograph of such article. Each entry in such record-keeping system shall be numbered consecutively.

A tag shall be attached to the article in a visible and convenient place with a number written on such tag corresponding to the entry number in the record-keeping system and shall remain attached to the article until the article is sold or otherwise disposed of. The Commissioner of DESPP authorizes the removal of such tags from certain articles such as jewelry for the purposed of cleaning and repair, while the article is being cleaned or repaired on the premises by the licensee only after an entry is first made into the computerized record-keeping system of such removal and only when such removal is necessary to prevent destruction of the such tag or when it interferes with the ability to clean or repair the article. A subsequent entry into the record-keeping system shall be made upon the return of such tag onto such item. Such tag shall be visible in the digital photograph of such item.

Such record-keeping system and the place where such business is carried on and all articles of property therein may be examined at all times by any state police officer or municipal police officer. Any state police officer or municipal police officer who performs such an examination may require any employee on the premises to provide proof of the employee's identity. All records maintained within this record-keeping system shall be retained by you for not less than two years.

The description of any property purchased by any secondhand dealer licensee shall be entered into the computerized record-keeping system deemed appropriate by the Commissioner of DESPP and shall include, but shall not be limited to, all distinguishing marks, names of any kind, including brand and model names, model and serial numbers, engravings, etchings, affiliation with any institution or organization, dates, initials, color, vintage or image represented. Any description of audio, video or electronic media of any kind shall also include the title and artist or any other identifying information contained on the cover or external surface of such media.

Initialed by applicant:

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Last Name	First Name	Middle Initial	Name of Business

Secondhand Dealer Requirements (continued)

A secondhand dealer licensee shall pay for any property purchased only by check or money order and shall not pay cash for any such property. Any secondhand dealer licensee who pays by check shall retain the electronic copy of such check or other record issued by the financial institution that processed such check, and such copy or record shall be subject to inspection in accordance with this section as part of the record-keeping system. No secondhand dealer licensee shall pay or cash any instrument issued by him or her. A secondhand dealer licensee shall indicate on each such instrument the number or numbers associated with such property in the record-keeping system required to be maintained pursuant to this section.

Any secondhand dealer licensee who was licensed in any city or town as a pawnbroker pursuant to section 21-40 of the general statutes, as amended by this act, on March 31, 2011, who continues to hold such license and who had filed a copy of such license with the Commissioner of DESPP at the time of application for such Secondhand Dealers license, may pay for property received pursuant to a secondhand dealer license issued in accordance with section 10 of this act in the manner authorized under section 21-42 of the general statutes, as amended by this act, until July 1, 2021, provided such secondhand dealer complies with all other provisions of this section relating to secondhand dealers.

You shall submit an electronic file in EXCEL format to the Commissioner of DESPP on a daily basis to an email address that will be provided by DESPP, describing the property received/purchased and setting forth the nature and terms of each transaction and the name and residence address and a description of the person from whom the property was received.

No secondhand dealer licensee shall sell or dispose of any personal property acquired in any transaction in the course of business in less than ten days after the date of its receipt. Upon the sale or disposition of such property, such dealer shall, if such property is not sold at retail at the place of business of such dealer, include a record of such sale or disposition in the record-keeping system required by this section.

A Secondhand Dealer license is in effect for one year from the date it is issued. It does not allow you to engage in the business of a Pawnbroker or Precious Metals and Stones dealer, as defined under Section 1 of Public Act 11-100, unless so licensed. A licensee seeking renewal of such license shall file an application for renewal at least sixty days before the expiration of such license. This license is not transferable. Any person who willfully engages in the business of a secondhand dealer, unless licensed according to law, or after notice that his or her license has been suspended or revoked, shall be guilty of a class D felony. Any person who violates the provisions of Chapter 409 of the Connecticut General Statutes, inclusive, as amended by Public Act 11-100 for which no other penalty is provided shall be guilty of a class A misdemeanor.

As a person, as defined under Section 1 of Public Act 11-100, who is applying for a license from the State of Connecticut Department of Emergency Services and Public Protection (DESPP) to engage in or carry on the business of a secondhand dealer at the address listed above, I understand and agree that if so licensed I will ensure compliance with the requirements of Sections 10 through 12, of Public Act 11-100, as well as the requirements of the Commissioner of the Department of Emergency Services and Public Protection as listed above.

Date: _____ Signature of Applicant: _____
(Must be signed in the presence of a Notary Public)

Subscribed and sworn to before me this _____ day of _____, 20_____, in accordance with the Connecticut General Statutes.

Signature of Notary Public: _____ Print Name of Notary Public: _____

My Commission Expires: _____.

Written communications should be addressed to: DESPP – Special Licensing and Firearms Unit Attn: Chapter 409 Licensing Section -1111 Country Club Road, Middletown, CT. 06457-2389. The telephone number of the Special Licensing and Firearms Unit is (860) 685-8046, the Special Licensing and Firearms Unit fax number is 860-685-8496.

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
BOND FOR SECONDHAND DEALER'S LICENSE

DESPP USE ONLY
LICENSE Number:

KNOW ALL MEN BY THESE PRESENTS: **BOND EFFECTIVE PERIOD:**

Business Location	Amount of Surety Bond	Surety Bond Number
	$10,000.00	

PRINCIPAL	Full Name of Licensee or Applicant				
	Address	Number and Street	City or Town	State	zip Code
SURETY COMPANY	Full Name of Surety Company				
	Address	Number and Street	City or Town	State	zip Code
	State Under Whose Laws Corporation Organized and Exists				

The above **Surety**, as duly authorized by law to become surety on bonds for the State of Connecticut, and the above **Principal** are held and firmly bound unto the State of Connecticut in the sum as so specified above to be paid to the State of Connecticut, to which payment the **Principal** and **Surety** do jointly and severally bind themselves, their heirs, executors, administrators, successors and assigns, and each and every one of them, firmly by these presents

THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

WHEREAS, the Principal is an applicant or licensee as a Secondhand Dealer under Sections 10 and 11 of Public Act 11-100, and **WHEREAS,** pursuant to the provisions of Section 10 of Public Act 11-100 and if the following box is so checked ☐ the principal is also an applicant or licensee as a Pawnbroker under Sections 1 through 9 of Public Act 11-100, the Principal has been required, as a condition of licensure, to furnish the Commissioner of the Department of Emergency Services and Public Protection a bond satisfactory to him in the amount herein specified conditioned upon the applicant or licensee faithfully performing the duties and obligations pertaining to the licensed business and provided as indemnity for any loss sustained by any person by reason of any acts of the licensee constituting grounds for suspension or revocation of the license or such licensee going out of business. This bond shall cover all acts and omissions that arise during the period the surety bond is in effect. The aggregate liability under this bond shall not exceed the amount of the bond.

NOW THEREFORE, if the above Principal shall conduct the business in full compliance with State and Federal law and regulations relating to the conduct of said business, then this obligation shall be void; otherwise to remain in full force and effect, subject to the following conditions:

No. 1- The State of Connecticut may act on behalf of any aggrieved person to recover from the Surety any losses sustained as a result of the actor acts of the principal relating to the conduct of its business as a Secondhand Dealer.

No. 2- The liability of the Surety may be terminated by giving thirty days written notice thereof, by registered or certified mail, to the principal and to the Commissioner of the Department of Emergency Services and Public Protection; and upon giving such notice, the Surety shall be discharged from all liability under this bond for any act or omission of the Principal occurring after the expiration of thirty days from the date of service of such notice.

No. 3- The Surety shall, upon receipt of notice of any claim hereon, promptly notify the Commissioner of the Department of Emergency Services and Public Protection of same by registered or certified mail.

The Signature of **Principal** and **Surety** must be witnessed. A current Power of Attorney for the **Surety's** attorney-in-fact must be attached to this bond.

Signature of Principal	Printed Name and Title of Principal
Signature of Witness of Principal	Printed Name of Principal
Signature of Attorney-In-Fact of Surety	Printed Name of Attorney-In-Fact of Surety
Signature of Witness of Surety	Printed Name of Witness of Surety

IN WITNESS WHEREOF, the **Principal** and **Surety** have signed this instrument on

DAY: **MONTH:** **YEAR:**

STATE OF CONNECTICUT

DEPARTMENT OF EMERGENCY SERVICES
&
PUBLIC PROTECTION
SPECIAL LICENSING AND FIREARMS UNIT

AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I,_____, do hereby authorize a review of and full disclosure of all records or any part thereof, concerning myself, by and to, a duly authorized agent of the State of Connecticut, Department of Emergency Services and Public Protection, Division of State Police, Special Licensing & Firearms Unit, whether said records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for a full and complete disclosure of the records of educational institutions, financial or credit institutions, including records or deposits, withdrawals and balances of checking and savings accounts and loans, and also the records of the intent of this authorization is to give my consent for full and complete disclosure of the records of educational, commercial or retail credit agencies (including credit reports and/or), medical and psychiatric treatment and/or consultation, including hospitals, clinics, private practitioners and the U.S. Veteran's Administration, public utilities, employment and pre-employment records, including background reports, sufficiency ratings, real and personal property tax statements and records wherever filed, conviction records for violation of the law, including criminal and or traffic records, records of complaint of a civil nature made by or against me, wheresoever located, and to include the records and recollection of attorney-at-law or of other counsel, whether representing me or another person in any case, in which I presently have or have had an interest.

It is the intent of this authorization to provide full and free access to background and history of my personal life, for the specific purpose of pursuing a background investigation, which may provide pertinent data for the Connecticut State Police, Special Licensing & Firearms Unit, to consider in determining my suitability for licensing by that department. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of information specifically enumerated about are not intended to deny access to any records not specifically mentioned herein.

I understand that any information obtained by the personal history background investigation, which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for a permit by the Special Licensing & Firearms Unit. I fully understand that refusal to grant this authorization will not, or itself; constitute a basis for rejection of my application.

A photocopy of this release will be valid as an original hereof, even though the said photocopy does not contain an original writing of my signature.

_____ _____ _____
Signature Date of Birth Social Security # (Optional)

_____
Address, City, State, ZIP

STATE OF _____
SS

COUNTY OF _____, TOWN _____

Personally appeared_____, signer of the foregoing written authorization for release of personal information and made oath to the truth of the matters contained therein, before me.

_____
NOTARY PUBLIC, JUSTICE OF THE PEACE
OR COMMISSIONER OF SUPERIOR COURT

MY COMMISION EXPIRES: _____