

KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM, MASSACHUSETTS LICENSING BOARD

120 WASHINGTON STREET
SALEM, MA 01970
TEL. 978-745-9595 EXT. 5648
FAX 978-744-6775

DAVID J. SHEA, CHAIRMAN
JOHN H. CASEY
RICHARD C. LEE

BARBARA A. SIROIS
CLERK OF THE BOARD

REQUIREMENTS FOR AUTO DEALER LICENSES

1. A license issued by the City of Salem is required in order to sell more than three vehicles within a year.
2. The applicant must be a resident of Salem or a business owner in Salem for at least one year. If the applicant is purchasing an existing business, a new license would be issued if approved by the Licensing Board.
3. An office must be located on the licensed premises, the use of a trailer is not allowed.
4. Every applicant for Class I, II, III license must have approval from the Building Inspector relative to zoning before the application can be ruled on by the Licensing Board. The enclosed Routing Slip must be signed by all Departments.
5. If the applicant is a Corporation you must submit your Articles of Organization and a vote of the Corporation authorizing this application. .
6. If the applicant leases the property, a copy of the lease must be submitted.
7. A certified plot plan of the property must be submitted. Spaces must be marked on the plot plan
8. The application must be advertised in the Salem News for one day. (this office will supply the legal notice, the applicant is responsible for publication). The original advertisement must be submitted to this office.
9. Abutter notification is required. (this office will supply you with a certified list of abutters, the applicant is responsible for certified notification).
10. A Board of Probation Form must be filed with this office by anyone involved in this license.
11. Input from the Ward Councillor will be a consideration in approval of a license.
12. Licenses issued by the Licensing Board will specify the number of vehicles allowed.
13. Licenses are renewable every December for the following year.
14. Fee: \$100.00

THE COMMONWEALTH OF MASSACHUSETTS

OF _____

**APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE
OR ASSEMBLE SECOND HAND MOTOR VEHICLES
OR PARTS THEREOF**

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a _____ class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? _____

Business address of concern. No. _____ St.,

_____ City — Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? _____

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers.

President _____

Secretary _____

Treasurer _____

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? _____

If so, is your principal business the sale of new motor vehicles? _____

Is your principal business the buying and selling of second hand motor vehicles? _____

Is your principal business that of a motor vehicle junk dealer? _____

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

Application after investigation _____ (Approved or Disapproved)

License No. _____ granted _____ 19 _____ Fee \$ _____

Signed _____

CHAPTER 140 OF THE GENERAL LAWS, TER. ED., WITH AMENDMENTS THERETO (EXTRACT)

SECTION 57. No person, except one whose principal business is the manufacture and sale of new motor vehicles but who incidentally acquires and sells second hand vehicles, or a person whose principal business is financing the purchase of or insuring motor vehicles but who incidentally acquires and sells second hand vehicles, shall engage in the business of buying, selling, exchanging or assembling second hand motor vehicles or parts thereof without securing a license as provided in section fifty-nine. This section shall apply to any person engaged in the business of conducting auctions for the sale of motor vehicles.

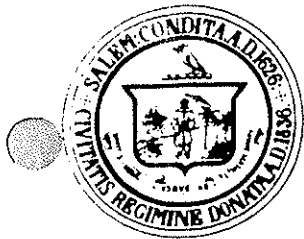
SECTION 58. Licenses granted under the following section shall be classified as follows:

Class 1. Any person who is a recognized agent of a motor vehicle manufacturer or a seller of motor vehicles made by such manufacturer whose authority to sell the same is created by a written contract with such manufacturer or with some person authorized in writing by such manufacturer to enter into such contract, and whose principal business is the sale of new motor vehicles, the purchase and sale of second hand motor vehicles being incidental or secondary thereto, may be granted an agent's or a seller's license; provided, that with respect to second hand motor vehicles purchased for the purpose of sale or exchange and not taken in trade for new motor vehicles, such dealer shall be subject to all provisions of this chapter and of rules and regulations made in accordance therewith applicable to holders of licenses of class 2.

Class 2. Any person whose principal business is the buying or selling of second hand motor vehicles may be granted a used car dealer's license.

Class 3. Any person whose principal business is the buying of second hand motor vehicles for the purpose of remodeling, taking apart or rebuilding the same, or the buying or selling of parts of second hand motor vehicles or tires, or the assembling of second hand motor vehicle parts, may be granted a motor vehicle junk license.

SECTION 59. The police commissioner in Boston and the licensing authorities in other cities and towns may grant licenses under this section which will expire on January first following the date of issue unless sooner revoked. The fees for the licenses shall be fixed by the licensing board or officer, but in no case shall exceed \$100. dollars. Application for license shall be made in such form as shall be approved by the registrar of motor vehicles, in sections fifty-nine to sixty-six, inclusive, called the registrar, and if the applicant has not held a license in the year prior to such application, such application shall be made in duplicate, which duplicate shall be filed with the registrar. No such license shall be granted unless the licensing board or officer is satisfied from an investigation of the facts stated in the application and any other information which they may require of the applicant, that he is a proper person to engage in the business specified in section fifty-eight in the classifications for which he has applied, that said business is or will be his principal business, and that he has available a place of business suitable for the purpose. The license shall specify all the premises to be occupied by the licensee for the purpose of carrying on the licensed business. Permits for a change of situation of the licensed premises or for addition thereto may be granted at any time by the licensing board or officer in writing, a copy of which shall be attached to the license. Cities and towns by ordinance or by-law may regulate the situation of the premises of licensees within class 3 as defined in section fifty-eight, and all licenses and permits issued hereunder to persons within said class 3 shall be subject to the provisions of ordinances and by-laws which are hereby authorized to be made. No license or permit shall be issued hereunder to a person within said class 3 until after a hearing, of which seven days' notice shall have been given to the owners of property abutting on the premises where such license or permit is proposed to be exercised. All licenses granted under this section shall be revoked by the licensing board or officer if it appears, after hearing, that the licensee is not complying with sections fifty-seven to sixty-nine, inclusive, or the rules and regulations made thereunder; and no new license shall be granted to such person thereafter, nor to any person for use on the same premises, without the approval of the registrar. The hearing may be dispensed with if the registrar notifies the licensing board or officer that a licensee is not so complying. Any person aggrieved by any action of the licensing board or officer refusing to grant, or revoking a license for any cause may, within ten days after such action, appeal therefrom to any justice of the superior court in the county in which the premises sought to be occupied under the license or permit applied for are located. The justice shall, after such notice to the parties as he deems reasonable, give a summary hearing on such appeal, and shall have jurisdiction in equity to review all questions of fact or law and may affirm or reverse the decision of the board or officer and may make any appropriate decree. The decision of the justice shall be final.



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ROUTING SLIP

KIMBERLEY DRISCOLL
MAYOR

The Salem Licensing Board requires each applicant to have the appropriate Departments sign this Routing Slip and return it to the Licensing Board Office prior to the issuance of a license.

BUSINESS NAME

Corporate name:

d/b/a:

LOCATION:

Tele. #

TYPE OF LICENSE:

APPLICANTS NAME:

Residence

Street:

Home tele. #

City:

State:

Zip:

TO ALL CITY DEPARTMENTS: your signature on this form is notifying the Licensing Board that all requirements of your department have been met, at which time the Licensing Board will issue a license.

Salem Historic Commission DATE
120 Washington Street

Sign Review/Planning Dept. DATE
120 Washington Street

Salem Health Department DATE
120 Washington Street

Fire Prevention DATE
29 Fort Ave.

Building Inspector DATE
120 Washington Street

Department of Public Services DATE
(Water Dept.)
120 Washington Street

BOARD OF PROBATION INQUIRY REQUEST FOR CRIMINAL RECORD

PLEASE PRINT LEGIBLY

FIRST NAME: _____ MIDDLE NAME: _____ LAST NAME: _____

MAIDEN NAME: (if applicable) _____

ADDRESS: _____

DATE OF BIRTH: ___/___/___ PLACE OF BIRTH: _____ SS# _____

SEX: _____ HEIGHT: _____ ft _____ in WEIGHT: _____ lbs COLOR EYES: _____ COLOR HAIR: _____

CITIZENSHIP: _____

DATE OF NATURALIZATION (if applicable) _____

MARRIED: _____ SINGLE: _____ WIDOW: _____ WIDOWER: _____ DIVORCED: _____ RACE: _____

OTHER NAMES USED: _____

FATHER'S FULL NAME: _____ COUNTRY OF BIRTH _____

MOTHER'S FULL MAIDEN NAME: _____ COUNTRY OF BIRTH _____

WIFE'S FULL MAIDEN NAME OR HUSBAND'S FULL NAME: _____

ADDRESS: _____



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2007

CHAIRMAN
DAVID J. SHEA

CLERK OF THE BOARD
BARBARA A. SIROIS

BOARD MEMBERS
JOHN H. CASEY
RICHARD C. LEE

December 1, 2006

TO ALL CLASS II AUTO DEALER LICENSE HOLDERS:

State Law now requires you to obtain a \$25,000 Surety Bond. A copy of which must be submitted to this office **every year**. Your Class II license cannot be renewed until a copy of the Bond is received.

Sincerely,
FOR THE SALEM LICENSING BOARD

Barbara A. Sirois
Clerk of the Board



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AUTO DEALER RENEWAL

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for renewal of a class _____ license.

1. Name of concern _____ Tele. _____

2. Address and complete description of all premises to be used for the purpose of carrying on the business.

3. Is the above concern an individual, co-partnership, an association or corporation? _____

4. If an individual, state full name and residential address. If a co-partnership, state full names and residential addresses of persons composing it _____

5. If an association or corporation, state full names and residential address of the principal officers and stockholders.

President _____

Secretary _____

Treasurer _____

6. Are you a recognized agent of a motor vehicle manufacturer? _____
If so, state name of manufacturer _____

7. Have you a signed contract as required by Section 58, (Class I)? _____

8. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? _____

Application must be filed
By December 15th
Fee: \$100
Make checks payable to
the City of Salem

Signature in full _____

Residence _____

Home tele. _____