



**CITY OF BOULDER
AUCTION LICENSE APPLICATION**

Please refer to the Online CSS Application Submission Instructions for filing your application and paying of application fees. For BACKGROUND CHECK fees you will be invoiced separately by City Licensing Staff.

2023 FEE: \$102.00 + \$7 per person for background

You must apply at least 2 weeks prior to the auction and you cannot begin business in Boulder until you have your auction license and city sales tax license issued. **NO LATE APPLICATIONS WILL BE ACCEPTED.**

Applicant: _____ Phone: _____

Address: _____
(Include Street, PO Box, City, State & Zip)

Trade Name: _____ Phone: _____

Business Address: _____
(Include Street, PO Box, City, State & Zip)

Business owned by: Individual Partnership Corporation LLC

If an individual or partnership, provide the following information:

Name	Home Address (City/State/Zip)	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

If LLC or corporation, provide the following information:

President/Manager: _____	Name	Home Address (City/State/ZIP)	Date of Birth
Vice-Pres/Member: _____	Name	Home Address (City/State/ZIP)	Date of Birth
Secretary/Member: _____	Name	Home Address (City/State/ZIP)	Date of Birth
Treasurer/Member: _____	Name	Home Address (City/State/ZIP)	Date of Birth

Location and Dates of Auction(s): _____
(Business Name and Address – Phone Number- Auction Dates)

Auctioneer Information: _____
Legal Name (City-State) Date of Birth

Surety Bond Information: Posting a surety bond in the amount of no less than \$1,000.00, payable annually following any auction to any person suffering a loss as the result of purchasing merchandise at such auction that is later determined to be stolen or otherwise not legally subject to sale by the auctioneer.

Auctioneer Information: The Auctioneer must provide proof of possessing a diploma from an accredited auctioneer college or certification from the Auction Marketing Institute, a training division of the National Auctioneers Association. We will also accept an auctioneer's licensed by any state governmental agency.

Have you applied for a City of Boulder Sales and Use Tax for Business License? Yes No

If you answered "yes," when did you file your Business license application? _____
(month-year)

Have you included your \$500 sales tax deposit or provided it directly to Sales Tax? Yes No

If you answered "no," please contact the Sales Tax staff at: 303-441-3050. Please note that an auction license will not be issued until proof of applying for and/or receiving a city sales tax license is provided.

OATH OF APPLICANT

I hereby certify under penalty of perjury in the second degree, that the above statements and all attachments are true and correct to the best of my knowledge.

Signature of Applicant

Print Name, Title & Date

FOR OFFICE USE ONLY

Sales Tax Recommendation: [] Approve [] Deny Date Sent: _____

Remarks: _____

Name: _____ Date: _____

Background Check Recommendation: [] Approve [] Deny Date Sent: _____

Remarks: _____

Name: _____ Date: _____