



License Administration

150 Concord Street – Memorial Building – Room 203 (Inspectional Services)
Framingham, MA 01702-8325

Telephone: 508-532-5402 FAX: 508-532-5769

Diane Willoughby, Licensing Coordinator

SECOND HAND ARTICLES, JUNK, OLD METALS LICENSE APPLICATION

Application Fee \$15.00 - Hearing Notice Fee \$125 License Fee: \$100.00 _____
(Due with application) (Annual licenses only w/application) (Due upon issuance) Date

Name of Business _____

Business Address _____

Applicant _____

Federal ID #: _____ *if none*, Social Security #: _____

Telephone _____ FAX _____ email address _____

Type of Business _____

Goods/Articles to be bought and/or sold _____

Do you buy or sell articles by weight Yes _____ No _____ Device must be approved and certified by a Weights and Measures Department each calendar year. In, addition, it must be certified before it is put into use. The scale/balance needs to be a "legal for trade" device.

Description of Premises _____

Location of Purchase/Sales Events _____

Dates of Purchase/Sales Events _____

Hours of Operation _____

Signature of Applicant _____

Licensee must comply with the requirements of the Police Department as to the type and format of records and the sending of reports to the Police Department.

City use only:

Building Department _____

Date

Treasurer _____

Date

Police _____

Date

Fire _____

Date

Weights & Measures _____

Date

Health Department _____

Date

By-law – Article VIII Business and Commerce

Section 3. – Junk Collectors

Chapter 140

(License requires City Clerk's signature)

Please submit the following with the completed application:

- \$15 application fee – If paying by check, make payable to the City of Framingham
- \$125 legal notice fee, if applicable—Required for new annual applications. Payment can be combined with application fee.
- Business Plan - Letter to the City Council describing the type of business and location where business is to be conducted.
- Site Plan/Parking Plan
- Lease
- Articles of Incorporation for Corporation
- Business Certificate for Sole Proprietorships or if Corporate name differs from business name

The following must be submitted prior to a license being issued:

- Workers' Compensation Affidavit
- Proof of Workers Compensation Insurance (if applicable) stating City of Framingham, Licensing Coordinator, 150 Concord Street, Framingham MA 01702 as Certificate Holder

The applicant or a representative is required to attend a City Council hearing to obtain approval.