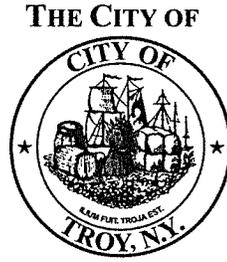


City Clerk
433 River st.
Troy NY 12180



Phone (518) 279-7134
Fax (518) 270-4639

Office of the City Clerk

Dealers in Precious Metals
Article II Chapter 224 -18 to 224-27 &

ANNUAL REGISTRATION RENEWAL IS REQUIRED

Applicant Name: _____	Photo copy of Drivers License:
Street Address: _____	
City, State & Zip: _____	
Phone #: _____	
Trade Name: _____ Attach Trade Name Certificate	
Business Email Address: _____	
Partnership Conducting Business: _____	
Corporation: _____ Attach copy of Certificate of Incorporation	

Have you been convicted of any crime or violation of any municipal ordinance within the past ten (10) years?
Explain: _____

Applicants will be fingerprinted **only once the first time application is submitted** by D.C.J.S. Your fingerprints will be forwarded to the Troy Police Department. This fee is not refundable. For the most current procedural information, contact Troy Police Identification Clerk at 518-270-4680. **Fingerprinting is required.** Contact L1 Enrollment Services at 877-472-6915 or www.L1Enrollment.com and use **ORI#NY0410201**. There is a charge for this service: Make payment directly to L1 Enrollment.

Building address at which you will conduct business: _____

Owner of Property where business is conducted: _____

Nature of applicants' right of occupancy to property where business will be conducted: _____

If Business is a Corporation, applicant must furnish name, address and title of officers of corporation or designated agent of service upon whom process or other legal notice may be served.

OFFICER or AGENT	ADDRESS	TITLE

Local Law#3 §242-9

Every dealer in secondhand articles shall keep in a substantial bound book in which shall be legibly written in ink and, as well as in English at the time of every purchase or sale of any secondhand item a description of every article so purchased or sold, the number or numbers and any monograms, inscriptions or other marks of identification that may appear on the article a description of the person from whom such purchase was made or to whom sold, and the day and hour of the purchase or sale, including articles or things purchased or received for the purpose of refining or smelting by persons principally engaged in such business. **Additionally, every dealer in secondhand articles shall keep a companion electronic spreadsheet containing the above mentioned information, capable of being emailed to and downloaded by the Troy Police Department.** Their email is:

Secondhand.Dealer@troyny.gov

SIGNATURE _____ DATE _____

TITLE _____

FOR OFFICIAL USE ONLY

Name _____
Dealer in Precious Metals

New Application Renewal year (circle): 2 3 4 5

Self employed Employee

NYS Division of Criminal Justice Services (fingerprint report) sent to Troy Police Department

Receipt from L1

Date submitted _____ Results: Approved NOT Approved

Troy Police Department records check

Officer _____ Date _____

Records verification

Drivers license

Vehicle registration

Liability insurance

Departmental notification

Original to City Clerk

Copy to Police Chief

Copy to Dealer

Chief of Police _____ Date _____

Approved Denied Reason _____

Fee \$ 100.00 Check Money Order Cash

Date Issued _____

City Clerk _____ Date _____