

**COMMONWEALTH OF PENNSYLVANIA  
COUNTY OF MERCER  
OFFICE OF THE SHERIFF**

Business application for Annual License as a Dealer in Precious Metals

APPLICANT'S FULL NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ DRIVER'S LICENSE #: \_\_\_\_\_ STATE: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELLULAR # \_\_\_\_\_

IF PENNSYLVANIA CORPORATION, DATE OF INCORPORATION: \_\_\_\_/\_\_\_\_/\_\_\_\_

IF FOREIGN CORPORATION, DATE OF REGISTRATION IN PA: \_\_\_\_/\_\_\_\_/\_\_\_\_ AND

NAME OF STATE IN WHICH INCORPORATED: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

NAMES AND ALIASES OF PARTNERS OR OFFICERS AND BOARD MEMBERS: (separate page is acceptable)

<u>NAME</u>	<u>ADDRESS</u>	<u>DOB</u>	<u>SEX</u>	<u>SS#</u>	<u>TITLE</u>
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1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

HAVE ANY OF THE ABOVE NAMED PARTNERS, CORPORATE OFFICERS, OR MEMBERS OF THE CORPORATION'S BOARD OF DIRECTORS EVER BEEN INDICTED OR CONVICTED OF A CRIME IN THIS COMMONWEALTH OR ELSEWHERE? \_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, GIVE NAME AND DETAILS: \_\_\_\_\_

HAVE ANY OF THE ABOVE NAMED PARTNERS, CORPORATE OFFICERS OR MEMBERS OF THE CORPORATION'S BOARD OF DIRECTORS EVER HAD AN APPLICATION FOR A PRECIOUS METALS DEALER LICENSE SUSPENDED, CANCELLED OR REVOKED BY ANY FEDERAL, STATE, OR MUNICIPAL AUTHORITY? \_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, GIVE NAME AND DETAILS \_\_\_\_\_

NAME OF OFFICE MANAGER: \_\_\_\_\_ PHONE # \_\_\_\_\_

SIGNATURES OF PARTNERS OR OFFICERS:

(1) \_\_\_\_\_ DATE: \_\_\_\_\_

(2) \_\_\_\_\_ DATE: \_\_\_\_\_

(3) \_\_\_\_\_ DATE: \_\_\_\_\_

\*For out of State or out of County applicants. The items purchased are required to be located and available for inspection for five (5) business days after the last day of the sale. The representative must call the Sheriff's Office with their contact information to comply with this requirement. These fields are required:

\*LOCATION OF SALE: \_\_\_\_\_

\*DATE(S) OF SALE: \_\_\_\_\_

\*CONTACT NAME AND PHONE # \_\_\_\_\_

\*COPY OF CONTACT'S DRIVER'S LICENSE MUST BE ATTACHED TO THE APPLICATION

HAVE YOU EVER HAD AN APPLICATION FOR A PRECIOUS METALS DEALER OR LICENSE REJECTED, SUSPENDED, CANCELLED, OR REVOKED BY ANY AGENCY? \_\_\_\_\_Y\_\_\_\_\_N

HAVE YOU OBTAINED ALL REQUIRED MUNICIPAL PERMITS & LICENSES? \_\_\_\_\_Y\_\_\_\_\_N

HAVE YOU OBTAINED A SCALE CERTIFICATION FROM THE DEPT OF AGRICULTURE? \_\_\_\_\_Y\_\_\_\_\_N

WILL THE ITEMS BE AVAILABLE FOR INSPECTION 5 DAYS AFTER YOUR PURCHASE? \_\_\_\_\_Y\_\_\_\_\_N

HAVE YOU READ AND UNDERSTAND YOUR RESPONSIBILITIES AS A LICENSEE? \_\_\_\_\_Y\_\_\_\_\_N

I verify the facts set forth in this application are true and correct to the best of my knowledge, information and belief. This verification is made subject to the penalties of Section 4904 of the PA Crimes Code (18 Pa. C.S. 4904) relating to unsworn falsification to authorities.

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE OF APPLICATION \_\_\_\_\_

**SHERIFF'S OFFICE USE ONLY:**

BACKGROUND CHECK: \_\_\_\_\_

DATE: \_\_\_\_\_ BY: \_\_\_\_\_

**PLEASE RETURN COMPLETED APPLICATION ALONG WITH A \$50.00 CHECK MADE PAYABLE  
TO: *Mercer County Treasurer***

# RESPONSIBILITIES AS A LICENSEE

A fee of \$50.00 for a 12 month license is required and must accompany the application.  
Checks are to be made payable to: Mercer County Treasurer

Every dealer shall keep a record of every transaction on a form approved by the Attorney General.

- A) Name, age, address of seller. State Issued Photo Identification
- B) An accurate description of property purchased.
- C) Records to be maintained by dealer for one (1) year and be available for inspection.
- D) Copy of each record to District Attorney by close of next working day.

The District Attorney's Office is requiring all purchases that are required to be reported either be digitally photographed and e-mailed or scanned with a color scanner and e-mailed in the approved manner to the District Attorney's Office.

Any questions can be answered by County Detective Doug Greenfield at 724-662-2482. The e-mail address is [pmetals@mcc.co.mercer.pa.us](mailto:pmetals@mcc.co.mercer.pa.us)

Dealer's retention of precious metals and availability for inspection.

- A) Precious metals to be retained for five (5) full working days after report.
- B) Out of State/County dealers are required to keep purchased items in the County for the required period.
- C) Precious metals to be available for inspection by law enforcement officials of the Federal Government, the Commonwealth or any of its municipalities. No search warrant required.
- D) Law enforcement official to give notice when they believe item was stolen.
- E) Court may order dealer to retain items.
- F) Each item of precious metal shall be retained within the county where purchased.

Each purchase shall be available as required or a license will not be issued.

Purchases from minors.

Dealer shall require any minor to produce written authority of a parent, guardian or person in loco parentis.  
Minors to wait three (3) full working days for payment.

Posting of prices.

Prices for the purchase of precious metals shall be posted by the dealer in compliance with rules and regulations promulgated by the Department of Agriculture.

Prices shall be clearly visible to the public.

Scales and weighing devices.

Scales and other weighing or measuring devices used by dealers in precious metals shall be in accordance with rules and regulations promulgated by the Department of Agriculture.

Scales shall be certified on an annual basis. The Dept of Agriculture Region 4 can be reached by calling 724-443-1585.

If your application does not include a copy of the certification, it will not be processed until it is received by the Sheriff's Office.

Inspection of licensee.

The acceptance of a license by a dealer implies consent to inspections of his, her, or its premises by authorized law officials.

Penalties

Any violation of this act shall be a third degree misdemeanor.  
Conviction on any violation of this act shall result in revocation of said dealer's license.  
Dealer shall be ineligible to reapply for a period of five (5) years.

**SCAN PAGE**

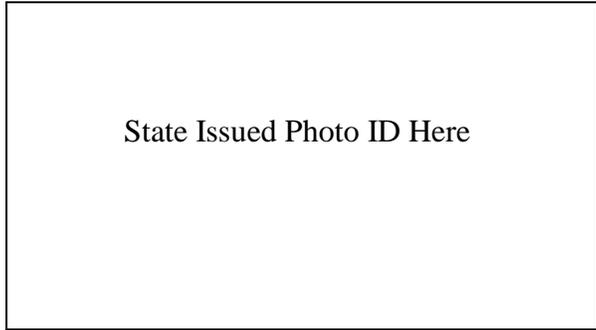
STORE NAME \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Amount Paid to Seller: \_\_\_\_\_

Employee/Buyer Name: \_\_\_\_\_



Signature of Seller \_\_\_\_\_

I verify that I am the owner of this property and do hold all rights to sell and possess the above precious metal items. **This verification is made subject to the penalties of Section 4904 of the PA Crimes Code (18 Pa. C.S. 4904) relating to unsworn falsification to authorities.**

**ACCURATE DESCRIPTION OF PROPERTY TO INCLUDE NAMES, INITIALS,  
MONOGRAMS, SERIAL NUMBERS OR IDENTIFYING MARKS**

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