



APPLICATION TO CONDUCT SALE

ORDINANCE NO.132 "GOING OUT OF BUSINESS"

"Going out of Business" sale means any sale, whether described by such name or any other name such as, but not limited to "closing out, liquidation, lost out lease, or forced to vacate".

License Fee: \$50.00

Renewal Fee: \$50.00

Date: _____ 1st Sale _____ 1st Renewal _____ 2nd Renewal _____

License is issued for thirty (30) days each.

BUSINESS INFORMATION:

Name of Business: _____

Address: _____

Phone #: _____ *Fax #:* _____

Type: Individual { } Partnership { } Corporation { } Firm { } Association { }

APPLICANT INFORMATION:

Name of Applicant: _____ *Title:* _____

Address: _____

Phone #: _____ *Fax #:* _____

SALE INFORMATION:

Name of Person Conducting Sale: _____

Address of Person Conducting Sale: _____

Location of Sale: _____

How Will Sale be Conducted? _____

Hours of Sale: _____

Sale Will Begin On _____ *and Finish On* _____

Reason for sale: _____

Type of Sale: Going out of Business { } Liquidation { } Closing Out { }

 Lost Lease { } Forced to Vacate { } Other { }

The Following must be provided with the application:

-Statement that the business will be discontinued at the premises where the sale is to be conducted upon termination of the sale.

-A full, detailed, and complete inventory of the goods that are to be sold.

 *The goods must be itemized and contain sufficient information concerning each item. This includes providing the make and brand name, if applicable, to clearly identify it.

 *The inventory cannot exceed 200% of the total value of merchandise upon which the applicant paid personal property tax or his predecessor as evidenced by a copy of the last personal property tax receipt issued.

-A separate list noting any goods that were purchased during a 60 day period immediately prior to the date of making application for the license.

-The list must show the cost price of each item in the inventory as well as the name and address of the seller of the items to the applicant, the date of the purchase, the date of the delivery of each item, and the total value of the inventory at cost.

-A statement that no goods will be added to the inventory after the application is made or during the sale and that the inventory contains no goods received on consignment.

-Total value of inventory at cost.

****License must be attached to the front door of the premises where the sale will be conducted, and a copy of the application and inventory must be posted.****

