

CITY OF SPRINGFIELD, OREGON

225 FIFTH STREET • SPRINGFIELD, OR 97477 • PH: 541-726-3753 • FAX: 541-726-3689



ANTIQUE/SECONDHAND DEALERS LICENSE APPLICATION

APPLICATION FEE: \$170.10 per Fiscal Year (Includes a 5% technology fee)

All fees are non-refundable

BUSINESS INFORMATION			
Business Name:		DBA:	
Business Street Address:		City:	State: Zip:
Business Mailing Address: <input type="checkbox"/> Same as above		City:	State: Zip:
Days and Hours of Operation:			
Business Phone:		Federal ID #:	State of Oregon Registry #:
Contact Name at Business Location:		Phone Number:	Contact Email Address:
Business Type:		Number of Transactions you anticipate:	
Please describe what you will be selling, buying, consigning, trading etc.		Describe the Nature of the Business:	

BUSINESS OWNER AND CONTACT INFORMATION			
Applicant's Full Name:		Phone Number:	
Residence Address: (No PO Box)		Email Address:	
Date of Birth:	Driver's License:	State License Issued:	
Mailing Address: <input type="checkbox"/> Same as above			

ADDITIONAL INFORMATION			
Type of Ownership: C Corp <input type="checkbox"/> S Corp <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Non-Profit <input type="checkbox"/> Other <input type="checkbox"/>			
Do you own or lease the property? Own <input type="checkbox"/> Lease/Rent <input type="checkbox"/>			
Property Owner or Management			
First:		Last:	Phone:
Address:		City:	State: Zip:

SIGNATURE AND INFORMATION	
Please note that we require a minimum of two (2) weeks to process the application. Incomplete or missing information will delay the review process.	
The information provided on this form is true and complete to the best of my knowledge	
Applicant's Name: (Please Print)	Date:
Applicant's Signature:	Phone Number:
Payment must be submitted with application. Make checks payable to: City of Springfield	
Mailing Address: City of Springfield, Business Licensing, 225 Fifth Street, Springfield, OR 97477	

The Business License year is July 1st through June 30th of each year (Fiscal Year). Applications during the business year are not pro-rated and are subject to the entire fee. A penalty of \$10.00 or ten percent of the license fee, whichever is greater, shall accrue for each month a business has operated without obtaining a business license. All Business Licenses are subject to a 5% technology fee. All fees are non-refundable and no license is transferable.