



SECONDHAND DEALER LICENSE APPLICATION

License Year: _____

License Number: _____

I am requesting a: New License Renewal

Applicant Information:

Applicant Name: _____

Phone: _____ Email: _____

Position/Title: _____

Driver's License or State ID #: _____ Date of Birth: _____

Mailing Address: _____

Licensed Business Information:

Business Name: _____

DBA Name: _____

Business Location Address: _____

Date of Incorporation: ____ / ____ / ____

Business Type: Association Corporation Limited Liability Company Partnership Proprietorship

Mailing Address: _____

Phone: _____ Email: _____

For a proprietorship or partnership, provide the name, mailing address, phone number, and date of birth of all owners. For a corporation, provide the name, mailing address, phone number, and date of birth for each officer, director, manager, or stockholder owning or controlling the voting rights to more than 5% of the stock of the corporation.

1. Name: _____
Phone: _____ Date of Birth: _____
Mailing Address: _____

Position/Title: _____

2. Name: _____
Phone: _____ Date of Birth: _____
Mailing Address: _____

Position/Title: _____



SECONDHAND DEALER LICENSE APPLICATION

3. Name: _____
Phone: _____ Date of Birth: _____
Mailing Address: _____
Position/Title: _____

Has anyone listed on this application ever been convicted of a criminal offense or ordinance violation (other than traffic or parking offenses) in any jurisdiction?

[] YES [] NO

If YES, list the name of the person, offense, date of conviction, and location convicted:

Provide a general description of items to be sold or traded:

Acknowledgement:

If this application is made on behalf of a partnership, club, or corporation, then two signatures are required (must be listed on this application).

I/We, the undersigned, say that I/we have read the foregoing application and that the statements therein are true, complete, and correct and are upon my/our personal knowledge and information. I/We, the undersigned, will not violate the laws of the United States of America, the State of Illinois, and the laws, ordinances, and regulations of the City of Peoria, Illinois. I/We understand any false statements could result in the revocation or denial of the requested license. I/We understand we cannot operate prior to receiving the requested license.

Signature of Applicant _____ Date _____

Printed Name _____

Signature of Applicant _____ Date _____

Printed Name _____



SECONDHAND DEALER LICENSE APPLICATION

This application will be considered complete when:

- ✓ All sections of this application are completed in their entirety,
- ✓ The License Fee has been paid in full.

Submit all indicated items above to:

City of Peoria
Office of Accounts Receivable
419 Fulton St. Rm. 111
Peoria, IL 61602



SECONDHAND DEALER LICENSE APPLICATION

Application for a Secondhand Dealer License
Established Business Fee: \$165.00 per year
New Business Fee (Year 1): \$550.00

A Secondhand Dealer License is required for any for-profit business operating within the City of Peoria that buys, sells, or trades secondhand items.

Items Covered Under the License Include, but Are Not Limited To:

- Jewelry, precious metals, or stones
- Stamps, coins, or currency
- Furniture or appliances
- Auto parts and accessories
- Electronics (such as phones, computers, gaming systems, and video games)
- Musical instruments
- Sporting goods and bicycles
- Clothing, accessories, and similar items

Exemptions

The following activities do not require a Secondhand Dealer License:

- Garage Sales
- Sales conducted by governmental, civic, fraternal, educational, religious, or benevolent organizations
- Sales or purchases regulated under the State of Illinois licensing laws, including licensed car dealers, used parts dealers, and automotive parts recyclers
- Consumer shows or exhibitions of collectibles operated by already licensed businesses
- Sales or trades of used books

License Application Requirements

1. A completed Secondhand Dealer License Application
2. Proof that the applicant is 18 years of age or older
3. A License and Permit Bond in the amount of \$1,000, naming the City of Peoria as obligee
4. A copy of the applicant's valid State of Illinois ID or driver's license
5. A general description of the items to be sold or traded



LeadsOnline Reporting Requirement

All licensees are required to maintain a subscription with www.leadsonline.com. Any item deposited, pawned, or pledged must be entered into the LeadsOnline system within 12 hours of receipt of the item.

Mandatory Waiting Periods

Licensed dealers must observe the following waiting periods before selling or transferring items:

14-Day Waiting Period:

- All items with serial numbers or identifying marks (excluding appliances)
- Memorabilia or collectibles (e.g. autographed items, sports cards, collectible stamps, figurines)
- Collectible artwork
- Jewelry (precious metals or gemstones; excludes costume jewelry)
- Collectible currency and coins
- Musical instruments
- Automobile wheels and rims

7-Day Waiting Period:

- Appliances
- Gold, silver, or other precious metal coins or bars valued solely as commodities (not collectible or uniquely identifiable)

No Waiting Period:

- Video games, music (CDs, cassette tapes, records), and movies (DVDs, VHS)
- Furniture
- Sporting Goods and Bicycles
- Clothing, accessories, and similar items
- Tools

License Renewals:

All Secondhand Dealer Licenses are valid for one (1) calendar year and expire December 31st. License fees are **not** prorated. Licenses must be renewed annually.

Questions? Contact us.

City of Peoria – Office of Accounts Receivable

Email: ar@peoriagov.org

Phone: 309.494.8588

Address: 419 Fulton St. Rm. 111 Peoria, IL 61602