

Applicant Questionnaire for the Licensing of Dealers, Transporters, Loaners or Recyclers

Type:

- New Application
 Additional License Type
 Annex Location
 Secondary Location
 Change of Status
 Change of Location
 Other (Specify) _____

Owner Name _____ Phone Number _____

Business Name _____ Phone Number _____

Business Physical Location _____

City or Town _____ Zip Code _____

Business Mailing Address _____

City or Town _____ Zip Code _____

What type of business are you licensing? _____

Section I: Please answer each question by check marking either Yes or No.

1. Is there now or was there previously a licensed dealership at your location? Yes No
 If Yes please supply name of dealership: _____
 If Yes, were you an owner of this dealership? Yes No
2. Is there any other business at this location? Yes No
 If Yes, what is the name and type of this business? _____
3. Do you own that business? Yes No
4. What days and hours is your business open? _____ Yes No
5. Do you currently have ownership in any other dealership? Yes No
 If Yes, please list the dealership(s) name and license types and numbers:

<u>Dealership(s) Name</u>	<u>License Type & Number</u>

Section II: These questions ask about your established place of business:

1. Is your business located in a permanently enclosed commercial building? Yes No
2. Is your business located on one parcel of land? Yes No
3. Do you own the property & buildings? Yes No
4. Do you lease the property & buildings? Yes No
 (If Yes, enclose a copy of the lease)

Section III: These questions ask about your display/repair area:

NOTE: Recyclers/Salvage only are exempt

1. Does your business have at least 5,000 sq. ft. of display area in or adjoining the building? Yes No
2. Do you lease your repair facility? If so, a copy of that lease must be provided to BMV. Yes No
3. Do you lease your repair facility to a Maine Inspection Technician? Yes No N/A
4. If you lease your repair facility, do you have a minimum 2' x 3' sign stating that any repair work done on site for the dealership will be performed by the technician leasing the space? Yes No N/A
5. Does the sign contain the technician's address and telephone number? Yes No N/A
6. Do you have the tools and equipment needed to repair and service vehicles properly? Yes No
7. Do you have an air compressor? Yes No
8. Do you have a hydraulic jack or lift? Yes No
9. Do you have a full set of mechanics tools? Yes No
10. Does the owner or an employee work as a mechanic at least 30 hrs. per week? Yes No

Section IV: These questions ask about your business office:

- 1. Do you have an office with at least 64 sq. ft. to keep records and conduct business? Yes No
- 2. Is your office heated? Yes No
- 3. Does your office have at least 1 desk, 2 chairs, and a filing cabinet? Yes No
- 4. Is your office completely enclosed by floor to ceiling construction? Yes No
- 5. Is your office separate from any living quarters? Yes No
- 6. Is your office located in or adjoining your business building? Yes No

Section V: These questions ask about your business sign:

- 1. Is your business identified by an exterior sign? Yes No
- 2. Is the sign permanently affixed to land or building? Yes No
- 3. Is the sign readable at a distance of 200 feet? Yes No
- 4. Is the sign at least 12 square feet in size? Yes No
- 5. What does the sign say? _____

Section VI: If you are applying for a recycler dealer license, you must also complete the last set of questions by checking Yes or No to each question below.

- 1. Is there a storage area in or adjoining the building? Yes No
- 2. Is the business within 1,500 feet of a state or federally owned cemetery? Yes No
- 3. Did your salvage yard exist before December 5, 1983? Yes No
If No, what date did your salvage yard begin? _____
- 4. Is this an expansion of an existing salvage yard? Yes No
- 5. Do you maintain a business inventory of all vehicles, component parts, body, chassis, or transmissions that are received or disposed of as required by law? Yes No

5a. Explain your record keeping procedures: _____

- 6. Are you currently a licensed dealer in Maine? Yes No
- 7. Are you currently a licensed dealer in any other state? Yes No

Signature of Applicant	Title	Date
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NOTARIZATION REQUIRED

STATE OF MAINE - County of _____ Date, _____ 20____ Then personally appeared the above authorized city/town official named _____ and acknowledged the foregoing instrument under oath to be their free act and deed.

Notary Public or Attorney _____

My commission expires: _____