



# City of Centennial

13133 E. Arapahoe Road, Centennial, Colorado 80112 (303) 325-8000

## APPLICATION FOR PAWNBROKER LICENSE

NEW APPLICATION     RENEWAL APPLICATION     AMENDMENT

### Business Information:

Applicant Name: (Corporation or LLC Name. If Sole Proprietor or Partnership, individual names)	
Trade Name:	
Street Address:	
City State and ZIP Code:	
Mailing Address: (if different than location)	
Address of Off-Site Location:	
Business Phone:	
E-Mail Address:	
Website Address (Internet Pawn – required)	
City of Centennial Sales Tax Number:	
State of Colorado Sales Tax Number:	

### Manager:

Name of Manager:
Date of Birth:
Is the Manager a Principal Owner?

**If applicant is a corporation, partnership, limited liability company, the applicant must list ALL OFFICERS, DIRECTORS, GENERAL PARTNERS, AND MANAGING MEMBERS. In addition, applicant must list any stockholders, partners, or members with ownership of 20% or more in the application. All persons listed below must also attach an Individual History Report and submit the required documents including fingerprints and a photo.**

Name/Title	Address	City/State/Zip	Phone	% of Ownership

**Attachments:**

- \_\_\_ Certificate of Insurance for Fire & Property Damage
- \_\_\_ Pawnbroker Bond as Required by Ordinance
- \_\_\_ Copy of Identification – Owner/Applicant & Manager
- \_\_\_ Floor Plan of the Premises – including secured area
- \_\_\_ Evidence of Security Safe (type)
- \_\_\_ Owner/Applicant & Manager Photo
  
- \_\_\_ Verification of Zoning – Letter from Centennial Community Development Department  
(New Applicants Only)
- \_\_\_ Background Information – Individual History Reports (New Applicants Only)
- \_\_\_ Owner/Applicant Fingerprint Cards (New Applicants Only)
- \_\_\_ Affidavit Concerning Criminal History (New Applicants Only)
- \_\_\_ Financial Questionnaire and Required Financial Documents (New Applicants Only)
- \_\_\_ Evidence of Right to Property: Lease or Deed (New Applicants Only –  
unless a new lease has been signed at the time of renewal)
- \_\_\_ Corporate, LLC, or Partnership Information (New Applicants Only –  
If renewal and there has been a change, a Change of Corporate/LLC Structure  
application must be submitted)
  
- \_\_\_ Fees (Check or Money Order Payable to the City of Centennial)
- \_\_\_ Balance Sheet and Income Statement for last twelve (12) months



**For Office Use Only:**

Application is complete, fees paid, and background checks have been conducted:

\_\_\_\_\_ Date: \_\_\_\_\_  
Barbara Setterlind, City Clerk

**City Clerk Notes:**

**CITY MANAGER APPROVAL:**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Centennial City Manager

Denied: \_\_\_\_\_ Date: \_\_\_\_\_  
Centennial City Manager

\_\_\_\_\_ If denied, applicant informed of decision to deny. [\[6-7-210 CMC\]](#)  
Date of Notification

<b>License Number:</b>	
<b>Effective Date:</b>	
<b>Expiration Date:</b>	