

Applying for a Junk Dealer License

Pursuant to City Ordinance 8-60, you must obtain a license before operating as a Junk Dealer in Somerville. Generally, a license is required for anyone who buys, sells, collects, or stores used items for commercial purposes.

TERM:

- The license expires on April 30 and is awarded for no more than one year.

APPLICATION CONDITIONS:

- You must apply online.
- The premises must be suitable pursuant to the zoning code.
- You must be deemed a suitable entity by the Police Department.
- You must have paid all taxes, fees or fines owed to the City of Somerville.
- The license is not transferrable.

FEE:

- \$50.00 nonrefundable application fee.
- \$275.00 annual license fee, paid after the application is approved.

ADDITIONAL DOCUMENTS REQUIRED:

The City requires that you upload the following documents as part of your application. The City will not process your application until these documents are included:

- The Workers' Compensation Insurance Affidavit (download the form when you apply).
- Lease or other documentation of your access to the premises.
- A CORI Form for each hawker peddler who will be working under this license (download the form when you apply).
- Two professional letters of reference.

HOW TO APPLY:

Go to <http://www.somervillema.gov/citizenserve>.

- Click on "APPLY FOR A LICENSE."
- Log in, or, if this is your first online application, click on "REGISTER NOW" to create an account.
- At License Type, select "Business License."
- At Sub Type, select "Junk Dealer."
- Enter your Business Name.
- At "Is this application for a new or existing business location?":
 - Select "A new business location" if this is your first application.
 - Then enter your business address, and click on "FIND ADDRESS."
 - If your address is not in Somerville, select "USE THIS ADDRESS."
 - If your address is in Somerville, make sure you enter a valid address.
 - OR
 - Select "An additional license for an existing business" if you've already been licensed before.
 - At "License #" select a license you've received before.
- Answer the remaining questions.
- At Contacts, select a contact you've already entered, or, if you want the license mailed to a different address, select "Enter a new contact" and enter the mailing name and address.
- Upload the Required Documents, Accept all terms and conditions, Submit the form, and pay the required Fee.

LICENSE CONDITIONS:

- No junk dealer may primarily engage in the picking, sorting or storage of rags or waste papers.
- No junk dealer may primarily engage in the use of a vehicle for the collection of junk, old metals, or other secondhand articles.

- Every junk dealer must keep a written record of every purchase of a used item, including the name, age, and residence of the seller, and the date and time of the transaction, which shall be made available at any time to any Police Officer.
- Every junk dealer must keep every item purchased for at least 30 days before offering it for sale.
- Only one junk dealer may operate at any one location.
- No junk dealer may store items anywhere in the City except at the location(s) named in this application.
- Every junk dealer must report on a monthly basis, to the Police Department, every item purchased, exchanged, or sold, including a description of the item, the price paid, the date and time of the transaction, and the name, age and residence of the seller/buyer.

QUESTIONS?

- If you have questions, contact the City Clerk at 617-625-6600 x4110 or cityclerk@somervillema.gov.