



# PAWNBROKER BUSINESS LICENSE APPLICATION

**City of Bloomington**  
**Department of Economic and Sustainable Development**  
**401 N. Morton St.**  
**Bloomington, Indiana 47404**  
**812-349-3418**

## 1. Application and License Information

This is an application for a pawnbroker business license per Chapter 4.18 (Pawnbrokers) of the Bloomington Municipal Code. No person, partnership, association or corporation shall engage or continue in business as a pawnbroker except as authorized by this chapter and without first obtaining a license from the City Controller. This license is good for one year from the day it is issued.

Return completed application to [esd@bloomington.in.gov](mailto:esd@bloomington.in.gov). If you have any questions please give us a call at (812) 349-3418.

## 2. Applicant Information

Name:			
Title/Position:			
Address:			
City, State, Zip:			
E-Mail Address:			
Phone Number:		Mobile Phone:	

## 3. Company Information

Name of Company:					
Address of Company:					
City, State, Zip:					
Phone Number:					
Website / Email:					
Social Media Website Addresses/Handles:					
Company is a:	<input type="checkbox"/> Limited Liability Corporation (LLC)	<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Other:

**For City Of Bloomington Use Only**

**4. Company Officer Information**

Provide the names and addresses of all principle officers, partners, trustees, owners or other persons with controlling interests in the company.

Name	Address

**5. You are required to secure, attach, and submit the following:**

<input type="checkbox"/>	A completed application for the State of Indiana Pawnbroker License as submitted to the State of Indiana Department of Financial Institutions.
<input type="checkbox"/>	A copy of State of Indiana-issued Pawnbroker License

**6. Leads Online:**

Licenses are required to provide information for each article pawned or received to the City of Bloomington Police Department within two business days of receiving said article. Information shall be electronically transferred, within two business days of receiving said article, via Leads Online. For any questions about using Leads Online, or about setting up a free account, please contact Leads Online toll-free at (800) 311-2656.

**7. Surrender of Stolen Goods/Applicant Signature**

The undersigned, in exchange for the issuance of a license by the City of Bloomington Controller, agrees that in the event the applicant as licensee receives merchandise of any kind which is stolen, he/she claims no right, title or interest in and to said merchandise, and that upon request by law enforcement officer having probable cause to believe that the merchandise is stolen, he/she will voluntarily surrender said merchandise to the possession of that law enforcement agency when given a receipt for the same.

This Agreement shall in no way impact the undersigned's ability or right to seek restitution via the relevant Prosecuting Attorney's Office

Applicant Name (printed):	
Signature:	
Date Signed:	

**For City of Bloomington Use Only**

Date Received:	Received By:	Date Approved:	Approved By:
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## **Chapter 4.18 – Pawnbrokers**

### **Sections:**

- 4.18.010 – Definitions.**
- 4.18.020 – Application for license.**
- 4.18.030 – Penalties - Revocation of license.**
- 4.18.040 – Books and records.**
- 4.18.050 – Information for police department.**
- 4.18.060 – Retention of acquired property.**

#### **4.18.010 – Definitions.**

- (a) “Pawnbroker” shall be defined as set forth in IC 28-7-5-2 as amended.
- (b) “Pledge” means an article or articles deposited with a pawnbroker in the course of his/her business, as defined in the preceding paragraph.
- (c) “Pledger” means the person who delivers a pledge into the possession of a pawnbroker unless such person disclosed that he/she is or was acting for another; and in such event “pledger” means the disclosed principal.

#### **4.18.020 – Application for license.**

- (a) No person, partnership, association or corporation shall engage or continue in business as a pawnbroker except as authorized by this chapter and without first obtaining a license from the City Controller. Application for such license shall be in writing and shall state the full name and place of residence of the applicant, or if the applicant is a partnership, the full name and place of residence of each member thereof, or, if a corporation or association, the full name and place of residence of each officer thereof, together with the place or places where the business is to be conducted. Applications shall include a copy of the following: completed application for the State’s Pawn broking License submitted to the State’s Department of Financial Institutions; and State Pawn broking License.
- (b) All applicants shall, as a condition for the granting of a license and on a portion of the application provided by the City Controller, agree that in the event the applicant as licensee receives merchandise of any kind which is stolen, he/she claims no right, title or interest in and to said merchandise, and that upon request by law enforcement officer having probable cause to believe that the merchandise is stolen, he/she will voluntarily surrender said merchandise to the possession of that law enforcement agency when given a receipt for the same.

#### **4.18.030 Penalties – Revocation of license**

- (a) Any person, partnership, association, or corporation which violates any provision of this chapter, shall be subject to the following penalties:

- (1) Operating as a pawnbroker without a license.

First offense	\$240.00
Second offense within any 12-month period	\$500.00
Third offense, or thereafter, within any 12-month period	\$1,000

- (2) Failure to provide complete reports to police department in a timely manner.

First offense	\$50.00
Second offense within any 12-month period	\$100.00
Third offense, or thereafter, within any 12-month period	\$250.00

(b) In addition, the Controller's Office shall, after notice and hearing by the Board of Public Works, revoke, by written order, any license issued hereunder if the Board finds that:

- (1) The licensee has violated any provision of this chapter or any rule or regulation lawfully made under and within the authority of this chapter; or
- (2) The licensee is conducting the business licensed under this chapter in a manner contrary to State or local code;
- (3) Any fact or condition exists which, if it had existed at the time of the original application for such license, would have permitted the Controller's Office to refuse originally to issue such license.

**4.18.040 – Books and records.**

The licensee shall keep and use in his business, books, accounts and records pertaining to all items of merchandise purchased, pledged, or traded, to enable the Police Department to determine whether such licensee is complying with the provisions of this chapter, and with the rules and regulations lawfully made hereunder. Every licensee shall preserve such books, accounts, and records for at least two years after making the final entry on any loan, pledge or purchase recorded herein. Books and records shall be kept in compliance with Indiana Code 28-7-5-19 as amended.

**4.18.050 – Information for police department.**

In addition to the record book required by this chapter, all licensees under this chapter shall provide information for each article pawned or received to the City of Bloomington Police Department within two business days of receiving said article. Such information shall include a description of the property, along with serial numbers or indentifying marks, if any, all pledger identification required by Indiana Code 28-7-5, and date of birth and government issued photographic identification number of pledger. Information shall be electronically transferred, within two business days of receiving said article, via a law enforcement website designated as an agent of the City of Bloomington Police Department for the sole purpose of collecting such records. At no time shall the City of Bloomington Police Department designate an agent which shall charge the licensee any type of fee.

**4.18.060 – Retention of acquired property.**

All property received by a licensee under this article shall be held intact by the licensee for at least seven days after the property has been acquired by the pawnbroker, provided, however, the pledger may redeem pawned property at any time upon presentation of the pawn ticket and full satisfaction of the loan, interest, and storage fees as provided by Indiana Code 28-7-5.