PAWN BROKER APPLICATION INSTRUCTIONS

All licensees are required to comply with Oregon Revised Statutes 726.010 through 726.990, and Oregon Administrative Rules 441-740-0000 through 441-740-0055. You may access these and other laws at the Division of Financial Regulation website, http://dfcs.oregon.gov.

General requirements:

- Applicant must be qualified to conduct a pawnbroker business on the basis of such factors as training, experience, and knowledge of the business — ORS 726.075(5)
- The applicant cannot be insolvent — ORS 726.075(1)
- The applicant cannot have been convicted of a crime, an essential element of which is fraud — ORS 726.075(4)
- A $25,000 surety bond or irrevocable letter of credit — ORS 726.070(1)

☐ Pawnbroker license application:

- Complete only that section that applies to the type of business ownership.
- The business name shown must agree with the name registered with the Secretary of State Corporation Division and with the name on the surety bond, the irrevocable letter of credit, or both.
- Criminal background and credit check authorization form must be filled out completely and signed by each manager, partner, officer, or other people performing similar functions.

Submit the following with application:

☐ Licensee’s bond or irrevocable letter of credit:

- The surety bond form completed by a bonding company authorized to do business in Oregon. The original bond ($25,000), signed by the applicant and the bonding company, must be submitted with the application (see page 6 of this application).

  or

- A Pawnbroker Irrevocable Letter of Credit in the amount of $25,000 issued by a financial institution authorized to do business in Oregon. (See page 7 of this application.)

☐ Financial condition and feasibility study:

- A statement of financial condition of the owner/entity (if corporation, partnership).
- A copy of the feasibility study that justifies business location; include the following, as appropriate:
  a. Dollar amount available for loans
  b. Estimated volume of loans in first three years
  c. Planned market area and competition in area
  d. Market area population and expected share of market
Experience:

- For each individual, a resume of experience and business qualifications.

Safekeeping of pawned articles:

- A description of the security used to safeguard pledged items.
- Type and amount of insurance coverage carried to cover pledged items.

Sample of a pawn ticket

- A sample pawn ticket showing:
  a. Contents described in ORS 726.300
  b. Loan period, forfeiture of pledges described in ORS 726.400
  c. Records for delivery to local police agency — ORS 726.285
  d. Interest rates and charges — ORS 726.390
  e. Compliance with federal “REG Z” disclosure requirements

Application filing fee: $500, nonrefundable, payable to Oregon Department of Consumer and Business Services.

An annual fee of $350 will be due when the application is approved, and annually thereafter per ORS 726.125(1) and (2) and OAR 441-740-0010(1).
PAWN BROKER LICENSE APPLICATION

To the director, Department of Consumer and Business Services: As provided by ORS Chapter 726, this application is accompanied by a $25,000 bond or a letter of credit and payment of the license fee for the period ending Dec. 31, 20_____.

Name of applicant: ________________________________

☐ Corporation  ☐ Partnership  ☐ Limited liability co.  ☐ Sole proprietorship  ☐ Other: ________________________________

Registration information: Date of organization: ________________________________ State of organization: ________________________________

Name doing business under, if different (assumed business name): ________________________________

Address at which business will be conducted:

Address: ____________________________________________________________

City: __________________________________________ State: _______________ ZIP: ________________

Phone: __________________________________________ Fax: ________________________________

Mailing address, if different:

Address: ____________________________________________________________

City: __________________________________________ State: _______________ ZIP: ________________

E-mail address: ________________________________ Web address: ________________________________

Manager’s name: ________________________________

Oregon registered agent for service of process:

Name: ________________________________ Title: ________________________________

Address: ____________________________________________________________

City: __________________________________________ State: _______________ ZIP: ________________

Phone: __________________________________________ Fax: ________________________________

☐ Visa  ☐ MasterCard  ☐ Discover  Phone: ________________________________

Credit card number: ________________________________ Expiration date: ________________________________

Name of cardholder as shown on credit card: ________________________________

Cardholder signature: ________________________________ Amount: $______________

Make check or money order payable to Oregon Department of Consumer & Business Services. If paying by credit card, applicant must sign credit-card-information box.

Mail application with payment to:

DCBS — Fiscal Services
P.O. Box 14610
Salem, OR 97309-0405

Fiscal use only: 12104/0600
**General statements** (To be filled in by all applicants)
Describe in detail any other business or businesses conducted or that you intend to conduct at the licensed location:

______________________________

Give the name and address of any holding company or managing company with which you are affiliated:

Name: __________________________ Address: __________________________

City: __________________________ State: ___________ ZIP: ___________

Do you agree to operate your pawnbroker business in strict observance of the rules and regulations of ORS 726?
☐ Yes  ☐ No

*Individual signature*.......................... Individual: __________________________

*Partnership signatures*.......................... Partner: __________________________

Partner: __________________________

Partner: __________________________

Name of corporation: __________________________

*Corporation signatures*........... President or vice president: __________________________

Secretary or treasurer: __________________________

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**Certification**

Name of licensee: __________________________

Officer or authorized employee name: __________________________

Title: __________________________

I certify that the foregoing responses are true, accurate, and complete to the best of my knowledge and belief. In addition, I attest the applicant has not engaged in unlicensed Pawnbroker activity in Oregon.

Signature: __________________________ Date: __________________________
**PAWN BROKER**

**CRIMINAL BACKGROUND AND CREDIT CHECK AUTHORIZATION**

*Each* manager, partner, officer, director, or other people performing similar functions must complete and sign the following:

<table>
<thead>
<tr>
<th>Name:</th>
<th>Driver license number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home street address:</td>
<td>Home mailing address, if different:</td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
<tr>
<td>Home phone:</td>
<td>-</td>
</tr>
<tr>
<td>Office street address:</td>
<td>Office mailing address, if different:</td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
<tr>
<td>Office phone:</td>
<td>-</td>
</tr>
<tr>
<td>Social Security number:</td>
<td>-</td>
</tr>
</tbody>
</table>

For the past five years:

- Have you ever violated any provision of the following Oregon Laws: Bank Act, Credit Union Act, Consumer Finance Act, Pawnbrokers Act, or related administrative rule or order?  
  - No  
  - Yes  
  If yes, explain:

- Have you had any criminal conviction in which the essential element of the crime involved fraud?  
  - No  
  - Yes  
  If yes, explain:

- Have you been permanently or temporarily enjoined under a court order from engaging in any aspect of the pawnbroker business?  
  - No  
  - Yes  
  If yes, explain:

- Have you been the subject of an administrative order by this department that included a fine or other civil penalty, or removed a manager, partner, officer, or director from your company?  
  - No  
  - Yes  
  If yes, explain:

- Have you been the subject of an administrative order by any state or federal agency or a judgment by any state or federal court?  
  - No  
  - Yes  
  If yes, explain:

I certify that the information I’ve provided is current and accurate as of the day it was signed and I understand that my signature authorizes a background check, including those authorized by the Fair Credit Reporting Act (15 USC 1681 et seq.).

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

Position or title
PAWNBROKER SURETY BOND

Surety Bond No.: ____________________________

Under this agreement, (name, principal) ______________________________________________________
address: ___________________________________________________________________________________

as principal, and (name, surety) ________________________________________________________________
surety address ________________________________________________________________________________

a corporation duly organized and existing under the laws of the state of ____________________________, and
authorized to transact a surety business in the state of Oregon, are held and firmly bound unto the State of Oregon, for the
use of the state and any person who may have a cause of action against the principal, in the full penal sum of twenty-five
thousand dollars ($25,000), for the payment of which we hereby bind ourselves, our heirs, administrators, executors,
successors and assigns, jointly and severally, firmly by this agreement (ORS 726.070).

THE CONDITION OF THIS OBLIGATION:
The above-named principal has applied to the director of the Department of Consumer and Business Services, State of
Oregon, for a license to conduct a pawnbroker’s business at
address: __________________________________________, city ________________________________, Oregon,
as provided in ORS Chapter 726 and is required to furnish a bond in the sum of $25,000.

If the principal shall, during each license period faithfully conform to and abide by the provisions of the Pawnbrokers Act
and all rules adopted by the director of the Department of Consumer and Business Services and pay to this state and to
any person aggrieved by the misconduct or the violation of any law by the licensee any and all monies that may become
due or owing to the state or others under the provisions of ORS Chapter 726, then such obligation shall be considered
extinguished; otherwise, it shall remain in full force and effect.

The surety shall have the right to terminate any future liability by giving written notice to the principal and the Division of
Financial Regulation of the Department of Consumer and Business Services. The surety shall be discharged from any
future liability for any default of principal and its agents or its subagents occurring after the expiration of 30 days after the
service of the notice.

IN WITNESS WHEREOF, the principal and the surety execute this agreement. The surety fully authorizes its
representatives in the state of Oregon to enter into this obligation.

SIGNED, sealed, and dated this __________________________ day of ______________, 20____.

Principal: ____________________________________________________________________________
By: ________________________________________________________________________________
Title: ______________________________________________________________________________
Surety: _____________________________________________________________________________
By: ________________________________________________________________________________
Title: ______________________________________________________________________________
Countersigned: ______________________________________________________________________
Resident agent: ______________________________________________________________________
By: ________________________________________________________________________________

(Seal)

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PAWN BROKER IRREVOCABLE LETTER OF CREDIT
ORS 726.010 through 726.990

Principal: ____________________________

Title: ____________________________

Address: ____________________________

By: ____________________________ Title: ____________________________

Signature: ____________________________ Date: ____________________________

Bank: ____________________________ Title: ____________________________

Address: ____________________________

By: ____________________________ Title: ____________________________

Signature: ____________________________ Date: ____________________________