

OFFICE USE ONLY	
DATE FILED:	_____
INITIALS:	_____
PP TAX DUE:	Yes No
ADVERSE:	Yes No
LP:	_____ CC: _____
LETTER:	_____

RECYCLING CENTER ACTIVITY
CLK160 (rev. 11/17)
 CITY ORDINANCE 13.011

Fee: \$350.00 Expires: April 30, _____ New Renewal

Licensee: _____ District #: _____
CORPORATION, PARTNERSHIP, OR INDIVIDUAL

Trade Name: _____ Trade Address: _____
STREET ZIP

Phone Number: _____ Email Address: _____
(Correspondence Will Be Via Email If Address Is Given)

List for individual, each partner, or each corporate officer (MUST BE 18 YEARS OF AGE OR OLDER):

- a) Full Name: _____ DOB: ____ / ____ / ____
 Address: _____ Phone: _____
STREET CITY STATE ZIP
- b) Full Name: _____ DOB: ____ / ____ / ____
 Address: _____ Phone: _____
STREET CITY STATE ZIP
- c) Full Name: _____ DOB: ____ / ____ / ____
 Address: _____ Phone: _____
STREET CITY STATE ZIP

1. Attach a sketch of the actual premises to be used in connection with the business to be licensed, giving distances in feet and showing fire lanes, property lines, buildings, and abutting roads, particularly identifying the recycling center yard. **Attached**
2. Attach a description of the type of construction of any building and structure to be used in connection with the licensed business; a sketch showing the location of such buildings or structures on the business premises, with respect to their distance from roads and fire lanes and a diagram or plan giving distances and heights, showing floors, exits, entrances, windows, ventilators and walls. **Attached**
3. Attach a description of any equipment or machinery which will be utilized to process recycling center material. **Attached**
4. Attach a description of any motor vehicles which will be used to collect or haul recycling center material in the operation of licensed business, including their V.I.N, D.M.V. and L.C. numbers, where applicable. **Attached**
5. Attach proof of insurance/financial responsibility for all motor vehicles which will be utilized in the operation of the licensed business, in accordance with the requirements of State law. **Attached**

- 6. Attach proof of current registration of all motor vehicles to be used in the course of performing licensed activities. **Attached**

- 7. Attach a list of all persons who will operate motor vehicles in the course of performing licensed activities. List must include name (first, middle initial, last), date of birth, and driver's license number. **Attached**
(POLICE DEPT. MUST VERIFY THAT THEY POSSESS A VALID AND APPROPRIATE WISCONSIN D.L.)

- 8. Each sole proprietor, partner and corporate officer must fill out and attach "Applicant's Report of Police Record". (The police department will verify the information provided and forward their report to the City Attorney who will make a recommendation as to whether or not said individual(s) are of sufficient moral character and business responsibility to be entitled to the privilege of being awarded a license). **Attached**

- 9. Have you obtained from the City Clerk a current copy of §13.01 of the Code of General Ordinances entitled "Scrap Salvage Dealers and Scrap Salvage Collectors"? **Yes** **No**

(PLEASE NOTE THAT YOU ARE RESPONSIBLE FOR KNOWING AND ABIDING BY THE CONTENTS THEREOF AND YOUR LICENSE MAY BE SUSPENDED OR REVOKED AND/OR YOU MAY BE SUBJECT TO A CIVIL FORFEITURE FOR NONCOMPLIANCE THEREWITH).

10. Have you ever previously applied for and been denied the license herein applied for? **Yes** **No**
 If yes, explain: _____

11. Have you ever held the license applied for and had it suspended or revoked? **Yes** **No**
 If yes, explain: _____

PLEASE NOTE: IF THIS APPLICATION AND/OR ATTACHMENTS CONTAIN STATEMENTS OR INFORMATION WHICH IS NOT TRUE, CORRECT AND COMPLETE IN ALL MATERIAL RESPECTS, THIS LICENSE MAY BE DENIED, YOU MAY BE SUBJECT TO CRIMINAL OR CIVIL PENALTIES AND YOUR LICENSE, IF GRANTED, MAY BE DELAYED IN ISSUANCE FOR THIRTY (30) DAYS.

The undersigned, being first duly sworn on oath, deposes and says that (he/she is) (they are) the applicant(s) named in the foregoing application; that (he/she has) (they have) read each and every question and answered each and every questions truly, correctly and completely, under penalty of law for failure to do so.

 Individual/Partner/Member Signature Date

 Partner/Member Signature Date

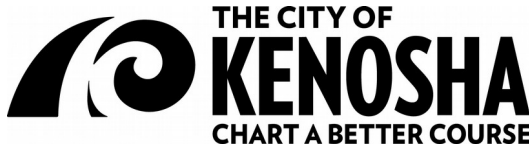
 Individual/Partner/Member Signature Date

 Partner/Member Signature Date

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

Commission Expires: _____



APPLICANT'S REPORT – POLICE RECORD
CLK001 (rev. 08/17)

Last Name: _____ First Name: _____ MI: _____
 (NOTE: Name Must Appear Exactly As It Appears On Driver's License Or State ID)

Home Address: _____
STREET CITY STATE ZIP

Date of Birth: _____ Driver's License #: _____
STATE NUMBER

License Applied For: _____

PLEASE NOTE: You may purchase a copy of your record for \$0.50 per page at the Records Department in the Public Safety Building, 1000-55th St. Additionally, check the WI Circuit Court Access website to obtain your circuit court records. Note: You must write your tickets, charges, citations, or offenses on the application. Do not attach copies of records.

1. Have you ever received any **tickets** or been charged with any **crimes** or **felonies** in any state? **Yes** **No**
 If yes, provide: Charge, State, Date, Result (Include pending charges.)
 (Examples: Speeding, WI, 5/8/2012, Guilty | Theft, FL, 5/22/2014, Dismissed | DUI, WI, 6/30/2017, Pending)

CHARGE	STATE	DATE	RESULT

2. Have you ever had your **driver's license suspended** or **revoked** in any state? **Yes** **No**
 If yes, provide: Charge, State, Date

CHARGE	STATE	DATE

3. Have you ever served or been sentenced to serve time in **jail or prison in any state**? **Yes** **No**
 If yes, provide: Charge, State, Date

CHARGE	STATE	DATE

4. Have you ever, while operating a business or engaged in a profession, been convicted of any charges involving unfair trade practices, unethical conduct, or discrimination **in any state**? **Yes** **No**
 If yes, provide: Charge, State, Date, Result (Include pending charges.)

CHARGE	STATE	DATE	RESULT

5. List the name and address of all employers for which you have worked and/or businesses you have operated in the **past five (5) years**:

6. Have you lived at your current home address for the **past (5) five years**? **Yes** **No**
 If no, please list all addresses which you have resided at in the past (5) five years:

7. Do you, the applicant, understand that if any of the information provided is false, and/or incomplete, you may be subjected to the penalties specified in 1.22 of the Code of General Ordinances, which is printed on the bottom of this application. **Yes** _____

INITIAL

8. Do you, the applicant, understand that if any of the information provided is false, and/or incomplete, the license may be denied? **Yes** _____

INITIAL

 Applicant Signature

 Date

1.22 LICENSE/PERMIT APPLICATIONS – CODE OF GENERAL ORDINANCES

A. Prohibition

It shall be unlawful for any person, acting as an individual, a partner, a corporate officer, or an agent, to execute or file with any City Department, or to authorize any person to do so on their behalf, a license or permit application which is not true, correct and/or complete in all material respects and which was known by said person to be untrue, incorrect and/or incomplete. The term "in all material respects" shall mean with respect to some fact, which, if known to the granting authority, would be a basis or a consideration for license or permit denial.

B. Penalty

- 1) Any person violating Subsection A. above, shall, upon conviction thereof, be subject to a forfeiture not to exceed Five Hundred (\$500) Dollars, plus the payment of the costs of prosecution, and, in default of the timely payment thereof, shall be committed to the County Jail until such forfeiture has been paid, but not to exceed a period of thirty (30) days.
- 2) The license or permit granting authority may grant, but withhold the issuance of, any license or permit for a period not to exceed thirty (30) days from the date of granting under circumstances wherein an application is found by the granting authority to have violated Section A. above, and the applicant was provided with an opportunity to appear before the granting authority. The granting authority may also issue a written warning to the applicant which shall be made part of their license/permit record for two (2) consecutive license/permit years. Where such finding and penalty is made and imposed by other than the Common Council, applicant may, within ten (10) days of receipt of oral or written notice of the imposition of any such penalty, whichever is first, if both oral and written notice is provided, file a Notice of Appeal with the City Clerk and have such matter reviewed by the Common Council.

1.225 ADMINISTRATIVE CHARGE FOR PROCESSING LICENSE/PERMIT APPLICATIONS

The first Twenty-five (\$25) Dollars of the application fee for any License/Permit shall be retained by the City in the event of a License/Permit denial or the withdrawal of the application by applicant for administrative and processing costs, and the balance, if any, refunded to the applicant. Where the application fee is less than Twenty-five (\$25) Dollars, the entire application fee shall be retained by the City for administrative and processing costs.