



AMHERST COUNTY SHERIFF'S OFFICE

PRECIOUS METALS & GEMS DEALER APPLICATION INSTRUCTIONS

rev.11/16/2010

TYPE or clearly PRINT (in black ink)

Please use the following list as a checklist when applying for or renewing your permit:

Initial Application (or renewal) for 12 Month Permit

The following is what you are required to submit when applying for or renewing your Precious Metals and Gems Dealer Permit:

- ☐ Complete the application in its entirety and return it in person to the Amherst County Sheriff's Office, at 115 Taylor Street, Amherst, VA 24521 (must present a valid photo I.D. with application).
- ☐ Submit a completed and notarized Authorization to Obtain Information form.
- ☐ Submit a check or money order made payable to the "Amherst County Treasurer's Office" in the amount of \$200.00 (non-refundable).
- ☐ Upon receipt of your application, a criminal background investigation will be completed in accordance with Virginia State Code. All applicants are required to be fingerprinted and photographed.
- ☐ Submit written evidence from local or state weights and measures officials approving all weighing devices used by the applicant.
- ☐ Submit a copy of a surety bond in the amount of \$10,000 or provide a letter of credit issued for the same amount.

***NOTE: Applications and fingerprinting will only be received and/or conducted Mon – Fri (not including holidays) between 8:30AM – 4:30PM.**

It is the applicant's responsibility to become familiar with County regulations governing precious metals and gems dealers as defined in Chapter 7, Article V of the County Code. Those code sections are listed as follows:

Sec. 7-136. - Definitions.

Sec. 7-137. - Penalties.

Sec. 7-138. - Banking institutions exempt.

Sec. 7-139. - When exhibitions or shows exempt.

Sec. 7-140. - Records to be kept, furnished to local authorities.

Sec. 7-141. - Credentials required from seller.

Sec. 7-142. - Prohibited purchases.

Sec. 7-143. - Dealer to retain purchases.

Sec. 7-144. - Record of disposition.

Sec. 7-145. - Permit, bond required.

Sec. 7-146. - Action against dealer.

Sec. 7-147. - Permit required; application; fee; requirements.

Secs. 7-148—7-165. - Reserved



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PRECIOUS METALS & GEMS DEALER APPLICATION

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Applicant's Full Name _____
Last First Middle

Aliases or Nicknames _____

Applicant's Address _____
Number/Street
City State Zip

Telephone Numbers (____) _____ (____) _____ (____) _____
Home Work Cell/Other

Driver's License Number _____ Issuing State _____

Applicant's Date of Birth ____/____/____ Age ____ Sex _____

Applicant's Employer _____

Employer's Address _____
Number/Street
City State Zip

Employer's Telephone Number (____) _____

Application is being made for a permit to engage in business as a precious metals and gems dealer while physically located at:

Number/Street City State Zip (name of facility or complex)

I have have not been convicted of a criminal violation.

Signature Date

FOR ACSO OFFICE USE ONLY
Check/Money Order **Paid** or **Not Paid**
Check/Money Order #: _____
Initials: _____ Date: _____

Application Fee: \$200.00

Checks payable to: Amherst County Treasurer's Office



AMHERST COUNTY SHERIFF'S OFFICE

BACKGROUND INVESTIGATION AUTHORIZATION

rev.11/16/2010

TYPE or clearly PRINT (in black ink)

I authorize the Amherst County Sheriff's Office to perform a background investigation in connection with my application for a **Precious Metals and Gems Dealer** permit. This investigation may include information as to any criminal convictions, Division of Motor Vehicle records, and any other appropriate sources. A reproduction of this authorization form will be valid as an original hereof and shall expire 12 months from the date of its acknowledgment.

I authorize the release of any information that the Amherst County Sheriff's Office may request from the above sources and I hereby release you, your organization or other, from an and all liability or damage which may result from furnishing the information requested. I further understand that sources of information, as well as the information itself cannot be revealed to me.

Applicant's Signature

Date

Address

Date of Birth

City, State, Zip Code

State of Virginia, County of Amherst.

(For Notary Use)

On this _____ day of _____, 20____,

Applicant's Name

Whose name is signed to the foregoing instrument, personally appeared before me, acknowledged the foregoing signature to be his, and having been duly sworn by me, made oath that the statements made in the said instrument are true.

Notary Public