



WEST VIRGINIA DEPARTMENT OF AGRICULTURE

1900 Kanawha Blvd., E., Charleston, WV 25305
304-558-3550

Kent Leonhardt
Commissioner

AUCTION HOUSE APPLICATION

Do I need to register as an auction house? If a business enters into written contracts with sellers of goods and with an auctioneer performing auctions, registration is required. See W. Va. Code §19-2C-9(d).

1. Business Name*

*as registered with the West Virginia Secretary of State **(Please attach a copy of your business license issued by the West Virginia Secretary of State)**

2. Check if renewal

3. Mailing address

(Street, Route, P.O. Box No.)

(City, State, Zip)

4. Physical address

(Street, Route, Etc., **NO P.O. Box**)

(City, State, Zip)

5. Phone

6. Email

7. EIN

8. Corporation type

LLC

Nonprofit

C

S

Sole Proprietorship

Other (please specify)

9. List all officers of the corporation, and their titles.

10. List all West Virginia licensed auctioneers employed by applicant business. (Attach additional pages as needed.)

11. Verification

By signing and submitting this form, I acknowledge that, by engaging in auction house activities, the applicants/business is subject to the oversight of the Commissioner, the Board of Review, and the requirements of W. Va. Code §19-2C-1 et seq. and W. Va. C.S.R. §61-11B-1 et seq.

To the best of my knowledge and belief, the statements contained in this application are true in substance and effect and are made in good faith.

I, _____, hereby affirm that I have the legal power to sign this form on behalf of the applicant/business.

SIGNATURE ON BEHALF OF APPLICANT

DATE

Required Enclosures:

- **\$25,000 Auction House Surety Bond (first-time applicants only)**
- **\$100 Registration Fee**
- **A copy of your business license issued by the West Virginia Secretary of State**

RETURN THIS FORM, ALONG WITH YOUR CHECK, MADE PAYABLE TO THE WVDA, TO:
WVDA, Auctioneer Program, 1900 Kanawha Boulevard, E., Charleston, West Virginia 25305