



Auctioneer Registration Application

For questions or language help call: 360-664-6636

Apply online: <https://professions.dol.wa.gov>

Or mail this completed form, surety bond information, and financial certification affidavit with a check or money order (payable to the Department of Licensing) to:

Auctioneer/Auction Company Program
Department of Licensing
PO Box 35001
Seattle, WA 98124-35001



You need an auctioneer license if:

- You are calling bids
- Or you are arranging or managing auctions and you are a sole proprietor whose sales do not exceed \$25,000.

You need an auction company license if:

- You are arranging or managing auctions and you are a sole proprietor whose sales exceed \$25,000
- Or you are not a sole proprietor and you are arranging or managing auctions.

Note: You can't call bids with an auction company license.

Surety bond requirements:

Auctioneer: \$5,000 surety bond

Auction company: the amount you need depends on the gross value of the goods you sell in Washington State:

- For existing companies, your gross sales during the previous calendar year (*see table below*)
- For new companies, an estimate of your gross sales during the current calendar year

| Gross sales | Bond/security amount |
|---------------------------|----------------------|
| \$0.00 to \$24,999.99 | \$ 5,000 |
| \$25,000 to \$49,999.99 | \$10,000 |
| \$50,000 to \$99,999.99 | \$15,000 |
| \$100,000 to \$499,999.99 | \$20,000 |
| \$500,000 and above | \$25,000 |

Application type (*check one*)

- New application—\$171
- Renewal—\$171
- Late renewal—\$281

Licenses are available for self-printing with an online account.

If you want us to print and mail your license add a \$5 print fee for each copy to your payment.

- \$0 self-print license online.
- \$5 each. DOL print and mail license. Quantity _____ Total \$ _____

Applicant information

| | | | |
|---|-------------------------------------|-------------------------|--------|
| TYPE or PRINT Name of auctioneer as you would like it to appear on your license | | | |
| Full legal name (<i>First, Middle, Last</i>) | | | |
| Mailing address | | | |
| City | State | ZIP code | County |
| (Area code) Phone number | Date of birth (<i>mm/dd/yyyy</i>) | Social Security number* | Email |
| Military (check if applicable) Current or former: <input type="checkbox"/> Military member <input type="checkbox"/> Military spouse or registered domestic partner | | | |

*You are not required to have a Social Security number (SSN) or Individual Taxpayer Identification Number (ITIN or TIN) to apply for or be issued a license. If you do not have a SSN, ITIN, or TIN, leave that section blank. If you do have a SSN, ITIN, or TIN, you are required by federal and state law to provide it on the application (42 U.S.C. 666(a)(13) and RCW 74.20A.320).

**Business information –
for applicants that will also be arranging or managing auctions, sole proprietors, or partnerships only**

| | | | |
|---|-------|---|--------|
| Business name | | Email | |
| Physical location address | | | |
| City | State | ZIP code | County |
| Mailing address | | | |
| City | State | ZIP code | County |
| (Area code) Business phone number | | UBI/UBI Business ID/UBI Location ID (16 digits) | |
| Type of business <input type="checkbox"/> Sole proprietor <input type="checkbox"/> Partnership | | | |

Financial Guarantee

| | | |
|---|-------------------------------|--|
| Choose one Choose only one of the following options: | | |
| <input type="checkbox"/> 1. New applicant for auction company who arranges and manages auctions. I have not been licensed as an auction company in Washington State. During the current calendar year, the total estimated gross value of goods and/or real estate to be sold in Washington State will be \$_____. <i>Please include the auction company surety bond.</i> | | |
| <input type="checkbox"/> 2. Renewal for auction company who arranges and manages <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Partnership. This is to certify that during the past calendar year (January 1 through December 31) the total gross value of all goods and/or real estate sold by me in Washington State was \$_____. | | |
| <input type="checkbox"/> 3. New application or renewal for auctioneers who calls bids only. | | |
| Surety bond company name | | |
| Surety bond number | Effective date | Is the surety bond continuous? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Expiration date (if not continuous) | Surety bond amount \$_____ | |

Legal background – all applicants

| | |
|---|--|
| Answer the following Answer the questions below. If you answer "Yes," attach a detailed explanation. | |
| 1. Within the last 5 years, in this state or any other jurisdiction, have you had any action (fine, suspension, revocation, censure, surrender, etc.) taken against any professional or occupational license, certification, or permit held by you? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. Within the last 5 years, in this state or any other jurisdiction, have you defaulted, or been convicted of, or entered a plea of no contest to a gross misdemeanor or felony crime? (Don't include traffic convictions.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Certification

Answer the following

- 1. Do you certify that any proceeds received and not paid to clients within 24 hours will be deposited no later than the next business day in a trust account located in this state and maintained in accordance with RCW 18.11.230? Yes No
- 2. Have you read and do you agree to follow all the applicable laws and rules of this profession and do you understand the penalties for misconduct? Yes No

I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.

 TYPE or PRINT Name
X

 Signature

 Date and place

Providing false information in this application may be cause for denial, suspension, or revocation of your professional license in the State of Washington.

Notarization/Certification – auction company only

I, _____ being first duly sworn, depose and say that I am the responsible governing person and that I am authorized to sign for the partnership, corporation, or LLC (if applicable), and that all auctioneers hired by me to do business in this state will be properly licensed.

Authorized signature

Date and place

State of _____, County of _____

Signed or attested before me on _____ by _____

(Seal or stamp)

X

Signature

Printed or stamped name

Title and _____
Expiration date of appointment

Auctioneer Surety Bond

Sole proprietor Partnership Corporation LLC

Know all persons by these presents: That _____
Applicant/Owner

doing business as _____
Business name

as Principal, at the following address _____ and/or
Business address

a corporation organized and existing under the laws of the State of _____ and authorized to transact surety business in the State of Washington, as Surety, are held and firmly bound unto the State of Washington in the sum of _____ dollars lawful money of the United States of America to be paid to the said State of Washington, for which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

The condition of the above obligation is such that: Whereas, the said principal has made application for an Auctioneer/Auction company license by the Business and Professions Division of the State of Washington for carrying on the business of Auctioneering within the State of Washington; and is required by Chapter 18.11 RCW to furnish a bond in the penal sum of _____ dollars with good and sufficient surety, conditioned as required by said law.

Now, therefore, If the said principal will comply with all the provisions of Chapter 18.11 RCW of the State of Washington and with all rules and regulations adopted by the Director of the Department of Licensing, of said state pursuant to the provisions of Chapter 18.11 RCW and will pay all amounts that may be adjudged against principal by reason of violation of Chapter 18.11 RCW or any rules or regulations adopted pursuant thereto in the conduct of principal's business as an Auctioneer/Auction Company then the above obligation shall be null and void; otherwise to remain in full force and effect.

Provided: That any person having a claim against the principal for damage as a result of any violation by principal or his/her agent of Chapter 18.11 RCW or any rules or regulations adopted pursuant thereto may bring a suit on this bond in the Superior Court of the County in which the principal's business is located, or of any county in which jurisdiction of the principal may be had.

Provided further: That the aggregate liability of the Surety hereunder for any and all claims presented shall not exceed the penal sum of this bond. Provided further: That the Business and Professions Divisions shall be notified 30 days prior to the cancellation of this bond, along with the reason for cancellation or termination. No bond filed shall be approved unless it expressly provides that it will be effective for one year following the effective date of its cancellation or termination, whether because of expiration, suspension, or revocation of the license, or otherwise, as to any covered act or acts and omission or omissions of the licensee occurring on, or prior to, the effective date of cancellation or termination.

In witness whereof, the said principal and the said surety have affixed their hands and seal this

_____ day of _____, 20_____.

Effective date of bond _____

Bond number _____

Surety _____

Name _____

Attorney-in-Fact _____

Agency name _____

Resident agent _____

Address _____

Signature of principal

X _____

Signature of applicant/owner or individual authorized to sign for partnership or corporation

(Surety seal)