



Town of Deerfield
Office of the Selectboard

Deerfield Municipal Offices
8 Conway Street
South Deerfield, MA 01373
Ph: 413-665-1400
Fax: 413-665-1411

Used Car Dealers License Application Instructions

The following criteria must be met to receive a Class I, II, or III Dealers License from the Town of Deerfield. Licenses of this nature are governed by Massachusetts General Laws c.140, §57-59.

1. Applications must be submitted to the Selectmen's Office with appropriate fee and checks made payable to the Town of Deerfield. There is a \$25.00 returned check fee for all transactions.
2. Fee for licenses are listed below.

• Class I	New Car Dealers License	\$ 150.00
• Class II	Used Car Dealers License	\$ 90.00
• Class III	Junk Dealers License	\$ 200.00
3. Complete applications must include the following:
 - Business certificates, occupancy permits¹, and all special permits, variances, and other permits pertaining to the property where license shall be exercised subject to the Code of the Town of Deerfield and Massachusetts General Laws.
 - Surety Bond as required by M.G.L. Chapter 140, Section 58, as amended.
 - Plan or sketch of property done by licensed surveyor stamp with the following:
 - a. designation of storage space for vehicles
 - b. number of vehicles available for sale
 - Applicant must submit a letter from landlord prior to the scheduled hearing granting permission to use the property for such business.
 - If applicant is a Deerfield resident, a Certificate of Good Standing is required.
4. Applications require a public hearing. A notice of hearing will be generated for the applicant who must complete the following steps:
 - Applicant must furnish notice to owners of the properties abutting (according to the latest Assessors' list) the premises not less than seven (7) days prior to said hearing by certified mail, return receipt. Applicants must submit certified return receipts (green cards) for the file.
 - Notice must also be published in a newspaper of general circulation in the town, not less than 7 days prior to hearing. Notice will be sent directly to newspaper by Selectboard staff, according to standard practice. Applicant must then arrange payment for advertisement directly with newspaper. A copy of said advertisement must be submitted for the file.
 - a. Please contact *The Recorder* for advertisement of hearing notices. Suzanne Hunter in Legal Advertising may be reached at 413-772-0261 ext. 228.
5. Licenses are issued annually with an expiration date of January 1 unless sooner revoked.

¹ Approved Dealers Permits may be held in abeyance subject to Occupancy Permit.