APPLICATION FOR USED MOTOR VEHICLE SALES LOT

Pursuant to Chapter 862 Battle Creek, MI Code of Ordinances

☐ NEW APPLICATION ☐ RENEWAL APPLICATION

Business Information

Business Name_____

Address_____City_____State_____Zip_____

Phone Number _____ E-mail_____

Owner Information

Name_____
First Middle Last

Address_____City_____State_____Zip_____

Contact Number_____ Date of Birth _____

Have any changes been made to the drainage system from the licensed premises since the initial application?

☐ Yes ☐ No If yes, you must supply evidence for the City to determine that the drainage from the licensed premises will be contained in a detention or retention pond approved by the City Engineering Division or directed to the municipal storm water system.

Have any changes been made regarding underground storage tanks on the site since the initial application?

☐ Yes ☐ No If yes, you must attach the license from the Michigan Department of Environmental Quality for all underground storage tanks on site.

Additional Required Information

The following items are required to be submitted with the application:

- Site plans, drawn to a scale of at least 1 inch to 100 feet
- Copy of State of Michigan license (renewals only)
- Evidence of ownership of the premises or an executed lease for the licensed premises
- Copy of the repair facility registration or a written service agreement with a registered repair facility
- Copy of license from the Michigan Department of Environmental Quality for underground storage tanks on site, if applicable (initial application)
- Evidence that the drainage from the licensed premises will be contained in a detention or retention pond or directed to the municipal storm water system (initial application)

I agree to operate the aforementioned business in compliance with the guidelines established pursuant to Chapter 862 of the Codified Ordinances of Battle Creek, Michigan.

_____ _____

Signature of Owner Date

Please submit the completed application, with required fees and documents to:

City of Battle Creek Clerk's Office
10 North Division Street, Room #111
Battle Creek, MI 49014
(269) 966-3348

NON-REFUNDABLE fees: **$170.00 Initial/Late Fee or $85.00 Renewal Fee (if received before 9/15)**

License Term: October 1 – September 30
Please allow 5-10 business days for processing.

SERVICING FACILITY AGREEMENT
(Class A and B Dealers Only)

All A and B dealer license applicants must already have a currently registered repair facility, or must submit either a repair facility registration application or a servicing facility agreement with the dealer license application. The servicing facility must be located within 10 miles of the dealership's established place of business. Another form may be used if it contains all of the information below.

I, _____, of _____,
(owner/partner/officer) (repair facility name)

located at _____,
(business address)

repair facility registration number _____, agree to perform vehicle repairs
(registration number)

for _____. My repair facility is
(Dealership name)

currently registered with the Michigan Department of State and will remain registered as long as this agreement remains in effect.

We will inform the Michigan Department of State if this agreement is canceled.

_____
(Signature of repair facility owner/partner/officer) (Date)

_____
(Signature of dealership owner/partner/officer) (Date)