

## **SECOND HAND DEALER LICENCE CONDITIONS**

1.

- a) The dealer shall keep or cause to be kept a record of all items bought and sold. The record must be kept in the form of a book or ledger with consecutively numbered pages and each article purchased by the dealer must be numbered. The book or ledger must be kept on the premises specified in this licence at all times;
- b) Records or purchases and sales must be preserved for at least 3 years;
- c) Records must include details of
  - i) date and time of purchase,
  - ii) a full description of each article,
  - iii) name and address of the seller,
  - iv) price paid to the seller,
  - v) date and time of sale by the dealer,
  - vi) description of the article at the time of the sale if different from that given in ii) above and, the name and address of the purchaser; and
- d) The records must be available at all times for examination by any Police Officer, Trading Standards Officer or any duly appointed officer of the Council;
- e) dealers in stamps and books are exempt from the requirement to record details in respect of individual items or lots purchased for less than £50 and where items purchased in lots for more than £50, are not to record individual details of each item purchased. This exemption does not apply in respect of any stamps or book within a lot which it is intended to offer for sale at more than £50.

2. The licence holder shall not dispose or cause to dispose of any item of their stock-in-trade, articles acquired at a public auction and disposed of without being brought to the place of business, until the expiry of 48 hours (excluding any time on Saturdays and Sundays) after they acquired it.

3. The licence holder shall not receive or take any goods in pledge; or receive or take any pawn ticket issued by a pawnbroker of any article which has been pawned, or negotiate in any manner with the holder of such a pawn ticket, or any person on his behalf, for the purchase of any article to which the pawn ticket refers.

4. The licence holder shall not carry on business as a second hand dealer in any premises in which the business of pawnbroker is carried on or in any other premises having access to such premises.

5. The licence holder shall not keep or permit to be kept on their premises any smelting pot or implement for smelting, altering or defacing gold, silver or other precious metals without the approval of the Council.

6. The licence holder shall not acquire in the course of their business

- i) any voucher, note or other document issued by or under the authority of any public or local authority or any charitable institution by virtue of which a person may receive any assistance whatsoever; or
- ii) any article of clothing issued by or on behalf of any such authority or institution and legibly marked as being so issued or known by the dealer to be so issued.

7. The licence holder shall not dispose of goods, or articles, to, or acquire articles from, any person who appears to be under 16 years of age, whether such person is acting on their own behalf or on the behalf of another person.
8. The licence holder shall ensure that any electrical appliances offered for sale comply with all current consumer safety legislation.
9. The licence holder shall store goods and articles purchased in the course of their dealing only in the premises specified in this licence or in other premises approved by the Council.
10. The licence holder shall ensure that their premises comply with all fire precaution requirements which may be issued by the Scottish Fire and Rescue Service.
11. The licence holder shall ensure that the first page of this licence is displayed clearly within the licensed premises so that it can be seen and easily read by members of the public, a Police Officer, Trading Standards Officer or any other authorised officer of the Council.
12. The licence holder shall not in any way alter, erase or deface their licence.
13. The licence holder shall notify the Council of any material change of circumstances affecting them or any other person or company named in the licence or affecting the activity to which this licence relates, including details of any convictions recorded against those persons in a court in the United Kingdom.
14. The licence holder shall not cause or permit there to be made any material change to the premises to which this licence relates without the prior consent of the Council as licensing authority.
15. If the licence holder ceases to act as a second hand dealer they must return this licence to the Council within 7 days.
16. This second hand dealer's licence is not transferable and a separate licence is required for all premises operated by the dealer for the purpose of the sale of second hand goods.
17. The licence holder shall permit any authorised officer of the Council, any Trading Standards Officer, any Police Officer or any officer of the Scottish Fire and Rescue Service to inspect the premises at any reasonable time to see whether the terms of this licence are being complied with.