



Office of the Township Clerk | Township of Montclair
205 Claremont Avenue | Montclair, New Jersey 07042
Telephone: 973-509-4900 | Fax: 973-509-0874
Email: licenses@montclairnjusa.org

APPLICATION FOR CLOSEOUT SALE LICENSE

Completed applications shall be returned to the Office of the Township Clerk. This application must be reviewed and approved by the Chief of Police. Applicants shall be filed with the Township Clerk not less than 10 days prior to the date on which the proposed closeout sale is scheduled to be announced or to commence. There will be fees due and payable to the Township of Montclair pursuant to Township Code §264-7 upon issuance of the license by the Township Clerk.

A complete inventory of the goods to be sold at the proposed closeout sale shall be attached to this application. It shall be unlawful to sell, offer or expose for sale at any closeout sale licensed under this article any goods, wares or merchandise other than the goods, wares and merchandise set forth in the inventory attached to the application for a license under this article, or to make any replenishment of or additions to the stock of goods, wares or merchandise included in such closeout sale.

The Chief of Police may, in his or her discretion, investigate and verify the information and details contained in the application and inventory furnished by the licensee, and the items of goods, wares or merchandise sold pursuant to any closeout sale licensed under this article. No licensee shall fail, refuse or neglect to keep accurate records of all items, goods, wares or merchandise sold pursuant to such licensed closeout sale. Such records shall be kept in such form as to enable the Chief of Police to ascertain the kind, quantity, number, cost and sale prices of items sold.

No licensee shall fail or refuse, on the request of the Chief of Police, to give to the Chief of Police or his or her designated representative during the continuance of any licensed closeout sale all facts relating to stock on hand, full and accurate information as to items offered or sold or any other information which the Chief of Police may require in order to make a thorough investigation of all matters relating to any licensed closeout sale or the disposition of goods, wares or merchandise pursuant thereto.

CLOSEOUT SALE

The sale of goods, wares and merchandise held out or represented to the public, by any means, directly or by implication, as forced sales at reduced prices or as insurance, bankruptcy, mortgage foreclosure, insolvency, removal, loss or expiration of lease or closing-out sales, or as assignees', receivers' or trustees' sales or as sales of goods distrained or as sales of goods damaged by fire, smoke or water.

§ 264-7. License fees.

The fees for licenses issued under this article shall be:

- A. For a period of 30 days: \$50.
- B. For a period of 60 days: \$75.
- C. For a period of 90 days: \$100.



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APPLICATION FOR CLOSEOUT SALE LICENSE

SECTION 1. APPLICANT INFORMATION

Only one license shall be issued to any one person within a twelve-month period.

Full Name: _____

Home Address: _____

Phone Number: _____ E-Mail: _____

SECTION 2. FIRM OR BUSINESS INFORMATION

Business Name: _____

Business Address: _____

Full Name of Owner: _____

Phone Number: _____ E-Mail: _____

SECTION 3. LOCATION INFORMATION

Location where sale will be conducted: _____

Is the applicant the owner of the above listed property? [] Yes (*If Yes, skip to Section 4*) [] No

[] Lease or [] Sublease Lease or Sublease termination date: _____

Property Owner: _____

Phone Number: _____ E-Mail: _____

SECTION 4. GOODS AND PRODUCT INFORMATION

Name(s) and address(es) of the owners of the goods to be the object of the sale:

Description of goods and/or products to be sold: _____

Complete inventory of the goods to be sold attached? [] Yes [] No

SECTION 5. EVENT INFORMATION AND LICENSE DURATION

Reason for the closeout sale: _____

Date(s) of closeout sale: _____

Scheduled time(s) of closeout sale: _____

Duration of closeout sale: [] 30 Day Period [] 60 Day Period [] 90 Day Period

Proposed advertisements attached? [] Yes [] No



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SECTION 5. AGREEMENT

I am the applicant or an authorized agent of the applicant listed in Section 1 of this application. Applicant agrees to abide by all the requirements of Montclair Code §264 Sales, Special Article I Closeout Sales and any amendments thereof and supplements thereto. I am responsible for requesting my criminal history record at <https://www.njportal.com/njsp/criminalrecords/> using the Originating Agency Identification (ORI) Number: NJ0071300.

Full Name: _____

Signature: _____ Date: _____

***** FOR OFFICIAL USE ONLY – DO NOT WRITE BELOW THIS LINE *****

	APPROVED	SIGNATURE (please include name if designee)	DATE	COMMENTS
Chief of Police or designee	[]Yes []No			
Staff member issuing license (Clerk's Office)	License No.	Issue Date	Distribution (copy of license)	
			[] Police Department	
				Staff initials