Commonwealth of Virginia
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
(804) 367-8506
www.dpor.virginia.gov

Department of Professional and Occupational Regulation

Virginia Auctioneers Board
AUCTIONEER LICENSE REINSTATEMENT APPLICATION
Fee $105.00

A check or money order payable to the TREASURER OF VIRGINIA,
***or* a completed credit card insert must be mailed with your application package.**
APPLICATION FEES ARE NOT REFUNDABLE.

A COMPLETED AUCTIONEER SURETY BOND FORM MUST ACCOMPANY THIS REINSTATEMENT APPLICATION.

1. Provide your **expired** Virginia Auctioneer License Number.

   Virginia License Number | 2 | 9 | | | | | | | | | Expiration Date* _____

   * If your license **expired 2 or more years ago,** you are required to re-apply for licensure on an *Auctioneer License by Examination Application* or *Auctioneer License by Reciprocity Application*.

2. Full Legal Name (As it appears on your government issued ID or other legal documentation)

   _____ (Last (required)) _____ (First (required)) _____ (Middle) _____ (Generation)

3. Provide at least **one** of the following identification numbers✳:

   ☐ ***Social Security Number*** *and/or* ☐☐☐ - ☐☐ - ☐☐☐☐

   ☐ ***Virginia*** DMV Control Number ☐☐☐☐☐☐☐☐☐

   ➢ Enter the same identification number as used on examination, previous applications or licenses on file with the department.

   ✳ State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the ***Virginia*** Department of Motor Vehicles.

4. Mailing Address (PO Box accepted)
   The mailing address will be printed on the license.

   _____
   _____
   _____ (City) _____ (State) _____ (Zip Code)

5. Street Address (PO Box not accepted)
   PHYSICAL ADDRESS REQUIRED

   ☐ Check here if Street Address is the same as the Mailing Address listed above.

   _____
   _____
   _____ (City) _____ (State) _____ (Zip Code)

➢ Is this a **new** address? No ☐ Yes* ☐ * If yes, your address of record will be changed to the address listed above.

6. Contact Numbers _____ (Primary Telephone) _____ (Alternate Telephone) _____ (Fax)

7. Email Address _____
   Email address is considered a public record and will be disclosed upon request from a third party.

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	FILE #/LICENSE #	ISSUE DATE
			4020		2907	

8. Did you perform any auctioneering activities in Virginia after your license expired?

No ☐

Yes ☐ If yes, provide details.

9. Have you successfully completed 6 hours of Board-approved continuing education (CE) course(s)?

No ☐ If no, you **do not** qualify to reinstate your license at this time, unless you are **exempt** from this requirement*.

Yes ☐ If yes, you must attach a certificate showing successful completion of the required Board approved CE course.

* Licensees may be exempt from continuing education (CE) credits if they have held a license for 25 years or more with the Virginia Board for Auctioneers **and** who is 70 years of age or older.

10. Have you ever been found by any regulatory board, agency, or jurisdiction where licensed to have had a license or registration suspended, revoked or surrendered in connection with a **disciplinary action** (including Virginia)?

No ☐

Yes ☐ If yes, complete the Disciplinary Action Reporting Form.

11. A. Have you ever been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any **felony**? *Any plea of nolo contendere shall be considered a conviction.*

No ☐

Yes ☐ If yes, complete the Criminal Conviction Reporting Form.

B. Have you ever been convicted or found guilty, regardless of the manner of adjudication, in any jurisdiction of the United States of any **misdemeanor**? *Any plea of nolo contendere shall be considered a conviction.*

No ☐

Yes ☐ If yes, complete the Criminal Conviction Reporting Form.

By signing this application, you acknowledge that if you are not a Virginia resident, or move outside of Virginia while you hold a Virginia Auctioneer License, you understand that this application serves as a written power of attorney, whereby you appoint the Director of the Department of Professional and Occupational Regulation, and his/her successors in office, to be your true and lawful agent and attorney-in-fact, in your stead, upon whom all legal process against and notice to you may be served and who is hereby authorized to enter an appearance on your behalf in any case or proceedings arising out of the trade or profession practiced; and that by submitting this application you hereby agree that any lawful process against you which is duly served on said agent and attorney-in-fact shall be of the same legal force and validity as if served upon you.

14. By signing this application, I certify the following statements:

- I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license.
- I will notify the Board of any changes to the information provided in this application prior to receiving the requested license, certification, or registration including, but not limited to any disciplinary action or conviction of a felony or misdemeanor (in any jurisdiction).
- I authorize the Department to verify information concerning me or any statement in this application from any person, or any source the department may contact. I also agree to present any credentials or documents required or requested by the Department.

- I authorize any federal, state or local government agency, current or former employer, or other individual or business to release information which may be required for a background investigation.
- I have read, understand and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 6, of the *Code of Virginia* and the *Virginia Regulations Governing Auctioneers*.

Signature _____ Date _____

REQUIRED ATTACHMENT:

☐ A completed Auctioneer Surety Bond Form must be submitted in order to reinstate your Virginia auctioneer license. The surety bond must commence no later than the effective date of the license and shall expire no sooner than the date of expiration of the license.

Mail this application, along with your application fee to the address listed below.
Make checks payable to the *Treasurer of Virginia* or use the credit card payment form available at https://dpor.virginia.gov/FormsAndApplications to the following address:

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