



Junk Dealers / Second-Hand Dealers / Scrap Processor License Requirements Checklist

- ___ 1. COMPLETED APPLICATION
- ___ 2. PLOT PLAN (FOR JUNK AND SCRAP PROCESSOR ONLY)
- ___ 3. PROOF OF SALES <OR> \$25,000 (FOR JUNK DEALER ONLY)
- ___ 4. CHECK PAYABLE TO THE CITY OF CINCINNATI
- ___ 5. LICENSE FEE PER FEE SCHEDULE BELOW

THE LICENSE EXPIRES JUNE 30, IF ISSUED AFTER JUNE 30
THE LICENSE EXPIRES DECEMBER 31, IF ISSUED PRIOR TO JUNE 30

Scrap processor: \$400 for each scrap metal processing facility.

Junk dealer:

Class 1: Junk dealers having a store, stand or other place of business at which more than \$25,000 in annual gross sales are made, \$400 for each store, stand or place of business.

Class 2: Junk dealers having a store, stand or place of business at which less than \$25,000 in annual gross sales are made, \$200 for each store, stand or place of business. If an applicant for a Class 2 license fails to provide the city treasurer with sufficient evidence that the annual gross sales are less than \$25,000, the city treasurer shall assess the applicant the Class 1 license fee.

Class 3: Junk dealers operating from trucks, wagons, or other vehicles, except pushcarts, \$60 for each such truck, wagon or other vehicle.

Class 4: Junk dealers operating from pushcarts, \$10 for each such pushcart.

Class 5: Junk dealers required to have a junk facility license pursuant to Chapter 1021 of the Cincinnati Municipal Code shall obtain its license from the health commissioner upon the payment of a license fee for the calendar year of \$40.00.

If the premises are operated as both a junkyard and motor vehicle salvage lot, the combined annual gross sales for both operations shall determine the license fee to be assessed.

Second-hand dealer:

Class 1: For any church, charitable, civic or welfare organization conducting a rummage sale of articles contributed by its members and friends, for a period of not more than three days, and not more than twice in any one year, the license fee shall be \$7 for each such rummage sale so conducted.

Class 2: For any second-hand dealer that does not qualify as a Class 1 dealer, the license fee shall be \$400.