



BENSALEM TOWNSHIP

Building and Planning Department
2400 Byberry Road • Bensalem, PA 19020
Office 215-633-3644 • Fax 215-633-3753

Application To Conduct Going Out of Business Sale

Applicant
(Owner of Goods)

1. **Name:** _____
Address: _____
2. **Length of Time in Business at Location:** _____
Name of Applicant's Representative
Filing This Application: _____
3. **Address Where Sale**
Is Being Conducted: _____
4. **Name And Style of Sale:** _____
5. **Dates and Times of Sale:** _____
Dates Inclusive: _____
Times: _____
6. **Person in Charge of Conducting Sale:** _____
Address: _____
Telephone No.: _____
7. **Nature of Occupancy:** **Lease** **Owner**
Termination Date of Occupancy: _____
8. **Full explanation with regard to the condition or necessity which is the occasion for such above named sale, including reason why such name is truthfully descriptive of such sale:**

9. **"Closing Out Sale" Statement:** _____
10. **Inventory Requirement: There must be attached to this application a full, detailed, complete inventory of goods to be sold, which inventory shall:**
 - (a) Itemize the goods to be sold and contain sufficient information concerning each item, including make and brand name, if any, to clearly identify it.
 - (b) List separately any goods that were purchased during a (90) day period immediately prior to the date of making application for the licensee.
List the total retail value of the inventory of goods, wares and merchandise to be offered at such sale based on the inventory used for the applicant's most recent federal income tax return adjusted for sales and purchases.
 - (c) sale based on the inventory used for the applicant's most recent federal income tax return adjusted for sales and purchases.
11. **Inventory Statement:**
 - (a) No goods, wares or merchandise, not included in the original inventory listing, will be added to the inventory after the application is made; and
 - (b) No goods, wares or merchandise included in the attached inventory listing have been purchased by the applicant for resale on such orders without cancellation privileges; and
 - (c) No goods, wares or merchandise included in the inventory listing comprise stock purchased on consignment.

	12.	General Statement:	
		1.	The owner applicant has not acquired right to the trade name of this business within the (6) six months just prior to making this application. (If trade name of business has been acquired within the last (6) six months, applicant cannot use trade name).
		2.	Applicant has not conducted a similar sale on the same premises within one year previous to the starting date of this applied for sale.

THIS APPLICATION MUST BE FULLY AND ACCURATELY COMPLETED. FALSE OR MISLEADING STATEMENTS MAY SUBJECT APPLICANT TO THE PENALTIES OF PURJURY IN ADDITION TO OTHER PENALTIES PROVIDED BY LAW

Submitted by: _____ **Date** _____ **Approved by:** _____ **Date** _____

A surety bond is required to be submitted with this application. The amount of said bond shall be determined as follows:

5% if the first one hundred thousand dollars (\$100,000) of the retail value of all the goods, wares and merchandise to be offered at such sale; 2% of the next four hundred thousand dollars (\$400,000); and 1% of the balance. Bond shall be made payable to the Commonwealth of Pennsylvania.

FEES: 30 Day License	\$50.00	
30 Day Renewal Fee	\$100.00	
APPROVED BY:		
	Signature	Date

A NEW APPLICATION SHALL BE FILED AT LEAST 10 DAYS PRIOR TO EXPIRATION OF LICENSE.