

**NEBRASKA MOTOR VEHICLE INDUSTRY LICENSING BOARD
301 CENTENNIAL MALL SOUTH, P.O. BOX 94697, LINCOLN, NE 68509**

Telephone: 402-471-2148

Fax: 402-471-4563

Website: <https://mvdealerbd.nebraska.gov>

Email: mvilb.contact@nebraska.gov

LICENSE FEE: \$100

(The fee is collected after the wrecker/salvage dealership has been inspected and approved by our office.)

Application for: MOTOR VEHICLE WRECKER OR SALVAGE DEALER LICENSE

1. Applicant is **doing business as** (name of dealership):

for a license to engage in the business of selling or exchanging motor vehicle or trailer parts and accessories in accordance with the Motor Vehicle Industry Regulation Act, the rules and regulations adopted and promulgated by the board, and any amendments existing on the date of application, and in connection herewith makes the following Material Statements:

2. Address of wrecker/salvage dealership:

(Street) PO Box (City) (State) (Zip Code)

County: _____ If the above address is a rural location, please give directions to find the dealership:

Name and telephone number of the person to contact to schedule the inspection:

3. (a) Your declared office hours: _____ to _____ (must be open 40 hours per week, 20 of those during regular business hours)

(b) Dealership Telephone Number: (_____) _____ FAX: (_____) _____
The telephone number for the dealership must be in the dealership name and listed with Directory Assistance.

(c) email address for the dealership: _____
Name of person to contact for the dealership: _____

4. Does the dealership location conform to applicable zoning laws? _____
Submit a zoning permit or letter from the proper authority confirming your zoning compliance.

5. Describe fully the building and actual premises where the business is or will be operated (including square feet of building and lot).

6. The proposed location is (check one) _____ owned by the applicant or _____ leased by the applicant. If the location is leased, a copy of the lease that does not end before December 31st of the license year must accompany this application.

7. Will the building and actual premises be maintained as a bona fide and established place of business? _____

8. Will the wrecker or salvage dealer records be kept separately from other business or personal records? _____

9. Submit with this application a photograph of the place of business, showing the permanently erected dealership sign in the photo. (The dealership name on the sign must be in letters at least eight inches in height.)

10. Ownership of the dealership (check only one):

___ Individual Owner: name and address

Last Four Digits of Social Security Number _____

___ Partnership: list the names and addresses of all partners

___ Corporation or Limited Liability Company: _____
(must be registered with Nebraska Secretary of State)

List the names, addresses, and titles of principal officers of the corporation or names and addresses of members of the LLC

11. Have any of the named owners:

- (a) Ever been found guilty of any felony that has not been pardoned? Yes ___ No ___
(b) Ever been found guilty of any misdemeanor concerning fraud or conversion? Yes ___ No ___
(c) Suffered any judgment in any civil action involving fraud, misrepresentation or conversion? Yes ___ No ___
(d) Are any felony charges pending against any of the owners at the present time? Yes ___ No ___

If YES, please give details and attach a separated sheet of paper if needed. Provide a copy of your background report.

OATH
(All partners must sign the oath)

STATE OF _____
County of _____

_____, being first duly sworn, upon oath deposes and says:
(printed name of individual owner, partners, corporate officer, or LLC member)

That he/she is the applicant who makes the above and foregoing application, that he/she has read the same, knows the contents thereof, and that all statements therein contained are true.

Signature of applicant

Signature of applicant

SUBSCRIBED in my presence and sworn to before me this ___ day of _____, _____

(Notary Public)

Submit the completed wrecker/salvage dealer license application and supporting documents to our office. It will be forwarded to one of our investigators who will contact the applicant to schedule an appointment to inspect the dealership. No fee is collected until after the wrecker/salvage dealership has been inspected and approved by our office.

After the inspection and upon approval, send to our office the Inspection Report, any additional required items, and the fee in the proper amount made payable to the Motor Vehicle Industry Licensing Board.

The Motor Vehicle Wrecker or Salvage Dealer must maintain a bona fide and established place of business that conforms with applicable zoning laws, has office space, posted business hours, a telephone listed with directory assistance in the dealership name, and a permanently erected sign in the dealership name.

Nebraska statutes 60-1401 thru 60-1440 and 60-2601 thru 60-2608 can be viewed at www.nebraska.gov .

- The name of the wrecker/salvage dealership must reflect the nature of the business for which the license will be granted (auto parts, auto salvage, etc.) Please call or contact our office if you have any questions about the suitability of the dealership name.

Below are examples of issuance of the wrecker or salvage dealer license to reflect ownership and the dealership name.

- If applying as an individual owner: John Doe dba John D's Auto Salvage
Enter John D's Auto Salvage on item 1 on the application, and John Doe on item 10, Individual owner.
- If applying as a partnership: John and Mary Doe dba Doe's Auto Salvage
Enter Doe's Auto Salvage on item 1 on the application, and John Doe & Mary Doe as partners on item 10, under Partnership
- If applying as a corporation or LLC in which the name already reflects 'auto parts' or 'auto salvage', for example: John Doe Auto Parts, Inc. Enter John Doe Auto Parts, Inc. on item 1 on the application and list names and titles of corporate officers on item 10 under corporation or LLC.
- If applying as a corporation or LLC in which a dba (doing business as) is required: John Doe Enterprises LLC dba John's Auto Parts. Enter John's Auto Parts on item 1 of the application, and John Doe Enterprises LLC on item 10 under corporation or LLC and list names & addresses of the LLC members.

Dealerships with a corporation or LLC as the ownership must have the corporation or LLC registered with the Nebraska Secretary of State – Business Services. In the last example, "John Doe Enterprises LLC" would be registered with the Nebraska Secretary of State; the dealership sign, telephone listing, and any advertising would be in the dealership name, "John's Auto Parts."

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After the inspection and upon approval, send to our office the Inspection Report, any additional required items, and the fee in the proper amount payable to the *Motor Vehicle Industry Licensing Board*.