

## **Precious Metal Permit Process**

Effective October 1, 2009 North Carolina legislators amended North Carolina general statutes 66-164 and 66-165 relating to the purchase of precious metals. Beginning October 1, 2009 any person engaging in the business of purchasing precious metals must obtain a precious metal permit. Precious metal dealers licensed prior to October 1, 2009 must comply with the ratified bill beginning January 1, 2010.

The below listed work sheet only serves as a quick reference guide to these statutes. Precious Metal dealers should review and follow the attached legislative laws for precious metal regulations.

Compliance with the Precious Metals Law is the responsibility of the business owner. Each business is advised to consult with their attorney to ensure that they are meeting the requirements of the statute. Information provided here is only intended as a guide.

### **Precious Metal Dealers**

Precious metal dealer is defined as a person who purchases precious metals from the public, other than by an exempted transaction, in the form of jewelry, flatware, silver services, or other forms and holds himself or herself out to the public by signs, advertising, or other methods as engaging in such purchases, including any independent contractor purchasing precious metals under any arrangement in any department store.

If you purchase any precious metals you must have a permit with the exception of purchases of coins, medals, medallions, tokens, numismatic items, art ingots, or art bars. Businesses that primarily conduct transactions such as coins, non-precious metal jewelry, antiques, tools, electronic equipment, etc. that are not related to the purchase of precious metals must still maintain a precious metals permit if they purchase non-exempt precious metals.

This law does not apply to Pawn Shops which are governed by North Carolina General Statute 91A.

### **Precious Metals**

Precious metals are defined as gold, silver, platinum, and palladium.

### **Owner Requirements**

Each owner/dealer, co-owner, and stockholder who owns 10% or more of a business that purchases precious metals must complete the precious metal permit application packet to include:

- Recent photograph of applicant (labeled)
- A full set of fingerprints of the applicant. (Applicant fingerprint card)
- Complete application form # 1 for owners and form # 2 for co-owners
- Consent to Criminal History Check form # 8

- Permit applications must be notarized or completed under oath
- Individual permits are required for each location where business is conducted
- There is a 30 Day waiting period before permits are issued. (Permit renewals do not require the 30 day waiting period)
- Permits are valid for 12 months
- Cost of each permit is \$180.00, payable to the Town of Waynesville
- **Certified Check or Money Order** for each owner/co-owner in the amount of \$38.00 made payable to the N.C. S.B.I. (Criminal History Fee)

### **Employee Requirements**

Every employee engaged in the purchase of precious metal must, within 2 days of employment, complete an employee registration process packet for the issuance of a permit. The application packet must include:

- Recent photograph of employee (labeled)
- A full set of fingerprints of the applicant. (Applicant fingerprint card)
- Completed employee registration form # 3
- Consent to Criminal History Check form # 8
- Cost of Employee permit is \$10.00 for the first year, payable to the Town of Waynesville
- The annual renewal fee for each employee is \$3.00
- **Certified Check or Money Order** for each employee in the amount of \$38.00 made payable to the N.C.S.B.I. (Criminal History Fee)

### **Business Privilege License**

Precious metal dealers must also obtain a business privilege license. Business privilege licenses authorizes the permittee to conduct any business, trade, profession, occupation, or selling of goods within the Town of Waynesville corporate limits.

- Privilege license are issued through the Town of Waynesville's Development Office and are valid from July 1-June 30 of each year
- Privilege licenses must be renewed each year
- Business privilege license information and applications are available at:

Town of Waynesville  
Development Office  
9 South Main Street  
Waynesville NC 28786

## **Record Keeping Requirements**

- See law GS 66-169
- Records of purchases must be turned into or mailed to the Waynesville Police Department within 48 hours of the purchase, mail to:

Waynesville Police Department  
9 South Main Street, Suite 100  
Waynesville NC 28786  
Attention: Precious Metal Records

A valid description shall include each of the following applicable and available items of information: the manufacturer's name, the model, the model number, the serial number, and any engraved numbers or initials found on the items; the date of the transaction; the name, sex, race, residence, telephone number and driver's license number of the person selling the items purchased; and the signature of both the dealer or registered employee and the seller. In the event the seller cannot furnish valid, unexpired photographic identification in the form of a driver's license, State-issued identification card, passport, or military identification card, the dealer shall require two forms of positive identification. A date of birth is also requested by W.P.D.

## **Items not to be modified**

- All purchases must be maintained for a period of 7 days in the original condition on the licensed premises or other location specified in the permit application.

## **Miscellaneous**

Upon completion of all requirements of the permit process, the packet can be delivered to the Waynesville Police Department during business hours Monday – Friday. Applicants may also mail the completed packet to:

Waynesville Police Department  
9 South Main Street, Suite 100  
Waynesville, NC 28786  
Attention Precious Metals

The requirements of photographs may be met by the submission of any type of photo as long it accurately resembles the applicant. (i.e. Polaroid, printed digital, etc.) Please label the photograph with the name of the applicant.

The requirement of fingerprints may be met by visiting the Records Department of the Waynesville Police Department at 9 South Main Street, Waynesville. Applicant fingerprint cards are issued on Monday, Wednesday, or Friday between the hours of 3pm and 5pm. There is a \$5.00 fee and government issued photo ID is required.

Out of town applicants may inquire at their local law enforcement agency for assistance.