

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION

Email: dcp.licenseservices@ct.govWebsite: www.ct.gov/dcp

For Official Use Only

STATE CLOSING-OUT SALE LICENSE APPLICATION

INSTRUCTIONS:

The individual applying for licensure must complete this form. This application **must be accompanied by a check or money order for \$100.00**, made payable to ***"Treasurer, State of Connecticut"***.

➔ Return your completed application and fee to:

Department of Consumer Protection, License Services Division, 450 Columbus Blvd, Ste. 801, Hartford, CT 06103

Store Name			
Store Street Address		City or Town	State
			Zip Code
Legal Owner of Store			
Street Address		City or Town	State
			Zip Code
Telephone Number	FEIN	CT Sales Tax Registration Number	Email Address
List the names , home addresses and titles of all persons associated in the ownership of the business:			
Name	Address		Title
Name	Address		Title
Name	Address		Title
Is the applicant the owner of the merchandise? ☐ Yes ☐ No If no, please attach a written explanation		Did you purchase the merchandise or the business specifically for this sale? ☐ Yes ☐ No If yes, please attach complete details pertaining to acquisition	
Type of business for which license is requested:		Description of merchandise to be sold:	
Indicate your advertising format (i.e., Going out of business, moving, liquidation)		Specify the dates of the sale (not to exceed 90 days) From _____ To _____	
Will a promoter be used for this sale? ☐ Yes ☐ No	If yes, list the promoter(s) name and registration number below and refer to instructions.		
Indicate the total wholesale cost value of merchandise as set forth in the attached itemized inventory: \$		Warehouse Location (if applicable)	
Indicate the individual whom the Department should contact related to this state closing-out sale:			
Name		Email Address:	
Street Address	City or Town		State
			Zip Code

I swear that the answers and statements in the foregoing application are true to the best of my knowledge. Further, I understand the conditions under which this license is issued, and that "special sales" as defined under Section 21-33 will offer no goods, wares, or merchandise other than those actually on hand in the place whereat such sale is to be conducted at the opening thereof.

Signature of Applicant

Date

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public

My Commission Expires

STATE CLOSING-OUT SALE APPLICATION INSTRUCTIONS

Under the provisions of Chapter 407a of the Connecticut General Statutes, a person must obtain a state closing-out sale license from this department when a sale is advertised, represented or held forth as a "State Closing-Out Sale."

"State Closing-Out Sale" means all sales advertised, presented or held forth under the designation of "going out of business", "selling out", "liquidation", "lost out lease", "forced to vacate", "moving to a new location", or any other designation of like meaning.

If you have any compliance questions, please email dcp.licenseservices@ct.gov.

To comply with the statutory requirements, the following procedure **MUST** be followed:

1. Complete the attached State Closing-Out Sale License Application and have it notarized. A completed application must be filed with the Department at least five (5) days in advance of the sale. A closing-out sale may be conducted for no more than ninety (90) days.
2. The license fee of **\$100.00** must be submitted made payable to "**Treasurer, State of Connecticut**".
3. If an outside **liquidator or promoter** is assisting you with this sale, the promoter must first obtain a promoter's registration from this department and you must enter into a signed written contract with the promoter. The contract must be dated and signed by both parties and contain the entire agreement between you and the promoter. The contract must also contain the name and address of the promoter.
4. **You are required to indicate your State Closing-Out Sale license number and ending date of the sale on ALL advertising.**
5. **You must post your State Closing-Out Sale license in a conspicuous location at the place of sale.**

FAILURE TO COMPLY WITH THE PROVISIONS OF THE STATE CLOSING-OUT SALE ACT MAY RESULT IN THE SUSPENSION OR REVOCATION OF YOUR LICENSE AND IMPOSITION OF CIVIL PENALTIES.

APPLICATIONS ARE MAILED TO:

**STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
LICENSE SERVICES DIVISION
450 COLUMBUS BLVD, SUITE 801
HARTFORD, CT 06103**