



JDIS

JUSTICE DATA & INVESTIGATIVE SERVICES BUREAU

JUS 125

Businesses/Stores

This PowerPoint is for the new applicants who wants to apply for California Pawnbrokers (PBs) and Secondhand Dealers (SHDs) license.



Licensing Overview

The new applicants will inquire about obtaining the SHD/PB license by contacting the Department of Justice (DOJ) and or Law Enforcement Agency (LEA). The DOJ will refer the new applicants to the Licensing Authority or LEA.

In addition to the LEA's process, the LEA provides the fingerprint/Livescan (8016 form). The LEA provides the on-line JUS 125 link and collects the non-refundable \$300 fee. The LEA mails the \$300 fee to DOJ.

Upon the results of the livescan, DOJ mails to LEA. LEA will determine the approval or denial of the SHD/PB license.

For Pawnbrokers, applicants are required to have a \$100,000 Surety Bond and a \$20,000 Surety Bond. In lieu of 100,000 bonds, a financial review from a certified public accountant certifying the applicant has \$100,000 liquid assets excluding real property. Refer to Financial Code: 21304 (a).

Licensing Overview



- Livescan-\$32 Fingerprint + rolling fee
- Link-Application online
- Collect Non-refundable \$300 fee
- Review other required documents for Pawnbroker applicants



- Livescan results
- Will wait for the \$300 fee
- Send Livescan result to LEA

New Licensing



- Review Livescan result(s)
- LEA Determine:
 - Approved Certification letter
 - Denial letter

Inquire



Inquire



- Where do I go to apply for a Secondhand Dealer or Pawnbroker license?
 - *The inquiring business must go to the local Law Enforcement Agency for more information and assistance.*
- Who do I need to contact?
 - *The inquiring businesses can call the local Law Enforcement Agency or contact the California Department of Justice CAPSS Unit at 916-210-3212 or send an email to capss@doj.ca.gov.*

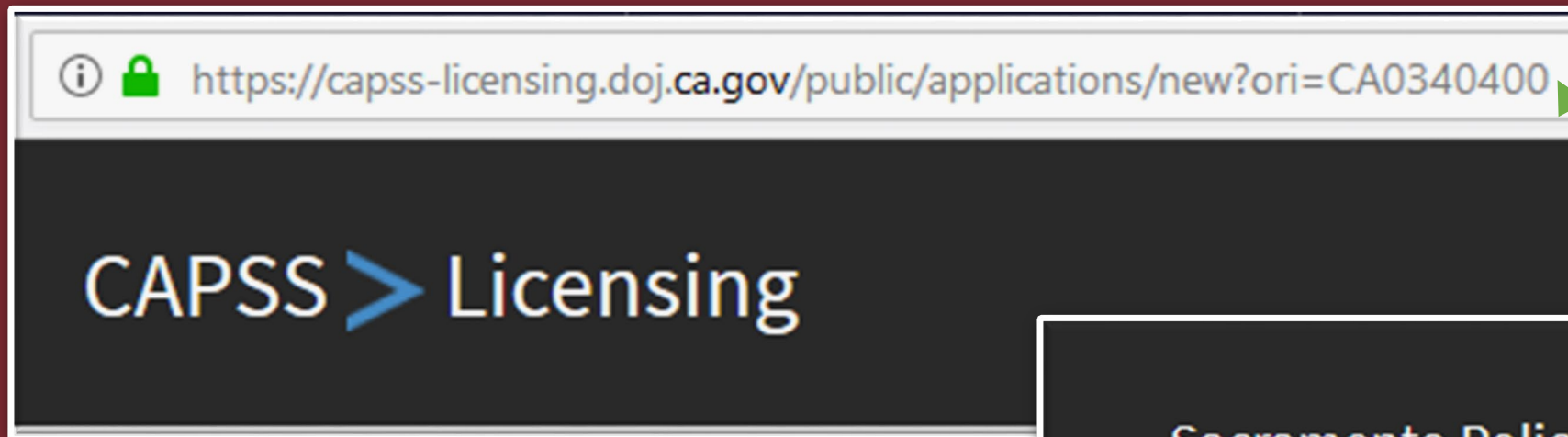
Licensing Authority



- Livescan-\$32 Fingerprint + rolling fee
- Link–Application online
- Collect Non-refundable \$300 fee
- Review other required documents for Pawnbroker applicants

JUS 125 Link

[https://capss-licensing.doj.ca.gov/public/applications/new?ori=CA\(ORI number\)](https://capss-licensing.doj.ca.gov/public/applications/new?ori=CA(ORI number))



Sacramento Police Department

Application For Secondhand Dealer Or Pawnbroker License

Required fields are denoted with an asterisk *

A. TYPE OF APPLICATION *

- ☐ Application For Pawnbroker License (21900 FC)
- ☐ Application For Secondhand Dealer License (21641 B&P)

B. LICENSING AGENCY

Name
DOJ Test Sac County

ORI
CASACCCDDT

Mailing Address
**3088 Kilgore Rd
Rancho Cordova, CA 95670**

C. BUSINESS OWNER(S)

Name * DOB(mm/dd/yyyy) * Title * Home Phone *

[+ADD ANOTHER OWNER](#)

D. BUSINESS INFORMATION

Name * Phone *

Address Line 1 *

Address Line 2

City * ZIP Code *

BUSINESS OWNERSHIP *

- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ CORPORATION

E. OFF SITE STORAGE LOCATION

Will property belonging to the business be stored off the business premises?

- ☐ Yes ☒ No

F. MULTIPLE SECONDHAND DEALER OR PAWNBROKER BUSINESSES

Do any of the parties to this application have a financial interest in any other secondhand dealer or pawnbroker businesses in California?

- ☐ Yes ☒ No

G. STORE ADMINISTRATOR

Name * Phone * Email Address * Verify Email Address *

H. CERTIFICATION

☐ As the person responsible for completing the application for the business, I certify under penalty of perjury that the information on this application is true and complete to the best of my knowledge.

[SUBMIT APPLICATION](#)

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- Enter the required information and click on the “Submit Application” button when done.

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Application For Secondhand Dealer Or Pawnbroker License

Required fields are denoted with an asterisk *

A. TYPE OF APPLICATION *

- ☐ Application For Pawnbroker License (21300 FC)
- ☐ Application For Secondhand Dealer License (21641 B&P)

Financial Code	Business and Profession Code
<u>21300</u>	<u>21641</u>



Business and Profession Code

21300. (a) The chief of police, the sheriff, or, where appropriate, the police commission shall accept an application for and grant a license permitting the licensee to engage in the business of pawnbroker, as defined in Section 21000, at the address indicated on the application, to an applicant who has complied with the requirements of Sections 21303, 21304, and 21305 and has not been convicted of an attempt to receive stolen property or any other offense involving stolen property. Prior to the granting of a license, the licensing authority shall submit the application to the Department of Justice. If the Department of Justice does not comment on the application within 30 days thereafter, the licensing authority shall grant the applicant a license. All forms for application and licensure, and license renewal, shall be prescribed and provided by the Department of Justice. A fee shall be charged to the applicant by the Department of Justice, as specified in Section 21642.5 of the Business and Professions Code, for processing the initial license application and funding the single, statewide, uniform electronic reporting system set forth in subdivision (j) of Section 21628 of the Business and Professions Code. The licensing authority shall collect the fee and transmit the fee to the Department of Justice. In addition, the police chief, sheriff, or, where appropriate, the police commission, may charge a fee to the applicant not to exceed the actual costs incurred to process the application and to collect and transmit the fee charged by the Department of Justice.

(b) For the purposes of this section, “convicted” means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

(c) Notwithstanding subdivisions (a) and (b), no person shall be denied a pawnbroker’s license solely on the grounds that he or she violated any provision contained in Chapter 1 (commencing with Section 21000) or Chapter 2 (commencing with Section 21200), or any provision contained in Article 4 (commencing with Section 21625) or Article 5 (commencing with Section 21650) of Chapter 9 of Division 8 of the Business and Professions Code, unless the violation demonstrates a pattern of conduct.



Financial Code

21641. (a) The chief of police, the sheriff, or, where appropriate, the police commission, shall accept an application for and grant a license permitting the licensee to engage in the business of secondhand dealer, as defined in Section 21626, to an applicant who has not been convicted of an attempt to receive stolen property or any other offense involving stolen property. Prior to the granting of a license, the licensing authority shall submit the application to the Department of Justice.



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B. LICENSING AGENCY

Name

LICENSING AUTHORITY

ORI

ORI NUMBER

Mailing Address

ADDRESS, SUITE#, BUILDING#

CITY, CA, ZIP CODE

C. BUSINESS OWNER(S)

Name *

DOB(mm/dd/yyyy) *

Title *

Home Phone *

+ ADD ANOTHER OWNER

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D. BUSINESS INFORMATION

Name *

Phone *

Address Line 1 *

Address Line 2

City *

ZIP Code *

BUSINESS OWNERSHIP *

☒ INDIVIDUAL

☐ PARTNERSHIP

☐ CORPORATION

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BUSINESS OWNERSHIP *

- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☒ CORPORATION

Corporation Address

CORPORATION

Name *

Phone *

Address Line 1 *

Address Line 2

City *

State

ZIP Code *

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E. OFF SITE STORAGE LOCATION

Will property belonging to the business be stored off the business premises?

☐ Yes ☒ No

F. MULTIPLE SECONDHAND DEALER OR PAWNBROKER BUSINESSES

Do any of the parties to this application have a financial interest in any other secondhand dealer or pawnbroker businesses in California?

☐ Yes ☒ No

G. STORE ADMINISTRATOR

Name *

Phone *

Email Address *

Verify Email Address *

H. CERTIFICATION

☐ *As the person responsible for completing the application for the business, I certify under penalty of perjury that the information on this application is true and complete to the best of my knowledge.*

SUBMIT APPLICATION



California Pawn & Secondhand Dealer System (CAPSS)

APPLICATION FOR SECONDHAND DEALER OR PAWNBROKER LICENSE



Please review your entries and make any necessary changes by using the EDIT THIS APPLICATION button. Once everything is correct, use the SUBMIT button at the bottom of the page.

EDIT THIS APPLICATION

A. TYPE OF APPLICATION

Application For Pawnbroker License (21500 PC)

B. LICENSING AGENCY

Name

DOJ Test Sec County

ORI

CASACODT

Mailing Address

3068 Kilgore Rd

Rancho Cordova, CA 95670

C. BUSINESS OWNER(S)

Name

Stephen Test Store

Title

CEO

DOB

03/10/2000

Phone Number

916-210-3212

D. BUSINESS INFORMATION

Name

Stephen Test Store

Phone Number

916-210-3212

Address

3068 Kilgore Rd

Rancho Cordova, CA 95670

Ownership

INDIVIDUAL

E. OFF SITE STORAGE

Property stored off business premises?

No

F. MULTIPLE SECONDHAND DEALER OR PAWNBROKER BUSINESSES

Other secondhand dealer or pawnbroker businesses in California?

No

G. STORE ADMINISTRATOR

Name

Stephen Test Store

Phone Number

916-210-3212

Email Address

Capsa-stg@doj.ca.gov

H. CERTIFICATION

Certified

SUBMIT

JUS 125

- Review your entries and make any necessary changes by using the EDIT THIS APPLICATION button. Once everything has been updated, use the SUBMIT button at the bottom of the page.

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California Pawn & Secondhand Dealer System (CAPSS)

APPLICATION FOR SECONDHAND DEALER OR PAWNBROKER LICENSE



Your application has been submitted successfully.

Thank you for submitting your new Application For Pawnbroker License (21300 FC) license application. Your Application will be processed and you will be notified when the status of your application is updated. If you have any questions, please contact your Licensing Authority.

Licensing Authority



- Livescan-\$32 Fingerprint + rolling fee
 - *Department of Justice will send the Livescan result to the Licensing Authority*
- Collect Non-refundable \$300 fee
 - *Licensing Authority will collect the non-refundable \$300 fee and send it to the Department of Justice*
- Review other required documents for Pawnbroker applicants
- The Licensing Authority will determine the approval or the denial of the Secondhand Dealer or Pawnbroker applications

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- You will receive an email notification regarding the approved application.
- To check the status of the application, contact the local Licensing Authority or Law Enforcement Agency.



State of California
Office of Attorney General
Department Of Justice



Pawnbroker License

In accordance with the provisions of Sections 21300 and 21301 of the Financial Code, license number **000002206** is granted to

Stephen Test Store

to conduct business at:
3068 Kilgore Rd
Rancho Cordova, CA 95670

Owner Name(s):
Stephen Test Store

Issue Date:
Feb 07, 2020

Original Issue Date:
Feb 07, 2020

Expiration Date:
Feb 07, 2022

Licensing Agency:
DOJ Test Sac County

Name of Issuing Officer:
Test

Title of Issuing Officer:
Only

Signature of Issuing Officer:

Failure to renew this license prior to the expiration date specified above will result in the license being revoked. A new license will be required, including an initial application and all associated fees.

This license is not transferable and must be visibly displayed on the business premise.

This license does not affect the power of a city, county, or city and county to charge a fee or tax upon the conduct of business specified above.

This license enables the business shown above to engage in the business of a pawnbroker and secondhand dealer at the address shown above in accordance with the provisions of Division 8 of the Financial Code.
JUS126 (Rev. 07/2014)

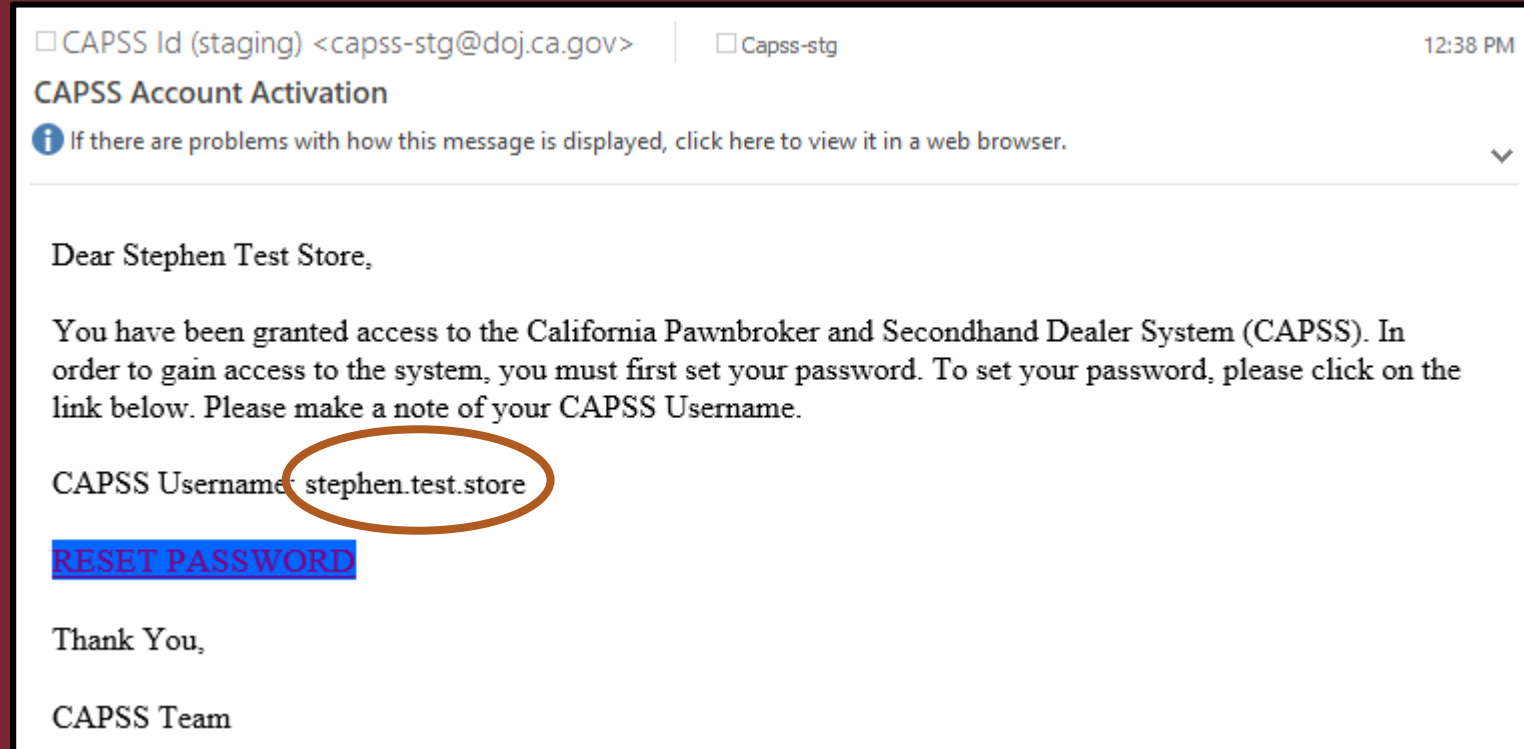
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- The Licensing Authority will print the license and mail it to your business once the application has been approved.

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Username and Password

- You will receive an email with the CAPSS auto-generated user name and how to obtain a password
- Click on the “RESET PASSWORD” link to create.



Username and Password



California Pawn & Secondhand Dealer System (CAPSS)

RESET PASSWORD

RESET PASSWORD *

UserName *

Password * [? Help](#)

Verify Password *

CLEAR

RESET PASSWORD



California Pawn & Secondhand Dealer System (CAPSS)

PASSWORD RESET COMPLETION

PLEASE USE THESE LINKS TO ACCESS CAPSS

SUBMIT & SEARCH JUS-123

LOG IN TO CAPSS
(CAPSS.DOJ.CA.GOV)

MANAGE USER ACCOUNTS

LOG IN TO CAPSS ID
(CAPSS-ID.DOJ.CA.GOV)