



STATE OF NEW HAMPSHIRE  
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
*BOARD OF AUCTIONEERS*

7 EAGLE SQUARE, CONCORD, NH 03301-4980  
Telephone: 603-271-2152  
TDD Access: Relay NH 1-800-735-2964  
www.oplc.nh.gov

Application for a License as an Auctioneer under RSA 311-B

**PLEASE PRINT OR TYPE CLEARLY**

Applicant's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**ALL ADDRESSES MUST BE FILLED OUT COMPLETELY OR YOUR APPLICATION WILL BE RETURNED**

Business Physical Address \_\_\_\_\_

Business Mailing Address \_\_\_\_\_

Business Telephone \_\_\_\_\_ Business Fax \_\_\_\_\_

Business E-Mail \_\_\_\_\_ Business Website \_\_\_\_\_

Resident Physical Address \_\_\_\_\_

Resident Mailing Address \_\_\_\_\_

Resident Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

**Place of Employment and Occupations for the Last five (5) years: (Use additional sheet if necessary)**

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

Employer Name, Address & Telephone \_\_\_\_\_

Job Title / Job Duties \_\_\_\_\_ Employment Dates \_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS WITH **YES, NO OR NONE**. (Please do not use N/A)

**In which states, if any, and for how long have you been licensed as an auctioneer? (Please attach copies of those licenses).** \_\_\_\_\_

**Have you ever been refused or denied an auctioneer's license in any state?** \_\_\_\_\_

**If so, when?** \_\_\_\_\_

**Reason for the refusal or denial** \_\_\_\_\_

**Provide the name of each state licensing authority that refused or denied issuing you a license.** \_\_\_\_\_

**In which states, if any, has disciplinary action been taken against you as an auctioneer?** \_\_\_\_\_

**Provide the name of each state licensing authority that has issued the disciplinary action.** \_\_\_\_\_

**Docket number of the order** \_\_\_\_\_ **Dates of the disciplinary proceedings** \_\_\_\_\_

**Penalties imposed, including, but not limited to, fines, and dates of sanctions** \_\_\_\_\_

**Have you ever been convicted of any felony or misdemeanor involving theft, fraud, deceit, misrepresentation or other breaches of fiduciary duties?** \_\_\_\_\_

**Type of offense** \_\_\_\_\_ **Date of conviction** \_\_\_\_\_

**Docket or Case Number for each conviction or plea of guilty** \_\_\_\_\_

**Name & address of the court issuing the decision** \_\_\_\_\_

**Resulting sentence, penalty and/or fine imposed** \_\_\_\_\_

**Have all terms of the sentence, penalty or fine been fulfilled?** \_\_\_\_\_

**If not, explain why** \_\_\_\_\_

**Are there, or have there been any suits in any court involving theft, fraud, deceit, misrepresentation or other breaches of fiduciary duties, to which you were a party?** \_\_\_\_\_

**Date of the suit/proceeding** \_\_\_\_\_ **Docket or case number** \_\_\_\_\_

**Type of action(s)** \_\_\_\_\_

Name & address of the court(s) for the proceeding(s) \_\_\_\_\_

**Attach a copies of the documents from these proceedings.**

**Signature Certification**

I Certify that

- I agree to comply with the requirements set forth in RSA 311-B, Auc 100-500, and other auction related laws and rules, and I understand that violations of these laws and rules shall be grounds for disciplinary proceedings against me;
- The information provided by me on or in connection with this application form is, to the best of my knowledge and belief, true, accurate and complete and the documentation provided in support of the application is a true and complete version of the documentation submitted;
- I acknowledge that the information provided on the application form and the documentation provided to support the application is public information except to the extent exempted from public disclosure pursuant to RSA 91-A or court order.
- I also specifically acknowledge that any and all information submitted to the Board may be divulged by the Board to any potential appointing court as well as to such other entities or persons as provided by RSA 311-B or the AUC rules, including the New Hampshire judicial branch family division.
- I further acknowledge that pursuant to RSA 641:3, knowingly making a false representation on the application form is punishable as a misdemeanor.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

**Pursuant to RSA 641:3, false statements made on this form are punishable by law.**

State \_\_\_\_\_ County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ AD \_\_\_\_\_ personally appeared the above named applicant and made oath that the foregoing statements made by the said applicant are true.

\_\_\_\_\_  
Justice of the Peace / Notary Public

(Notarial Seal)

\_\_\_\_\_  
My Commission Expires

**STATE OF NEW HAMPSHIRE  
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**

7 Eagle Square, Concord, New Hampshire

**THE FOLLOWING POWER-OF-ATTORNEY FORM MUST BE COMPLETED BY ALL NON-RESIDENTS**

KNOW ALL MEN BY THESE PRESENTS: that the subscriber, desiring to conduct the business of auctioneering in the State of New Hampshire in conformity with the laws thereof, hereby irrevocably constitutes and appoints the Secretary of State of the State of New Hampshire, for the time being, to be the subscriber's true and lawful attorney in and for said state, in compliance with the provisions of chapter 311-B, Revised Statutes Annotated as inserted by the Laws of 1969, chapter 469, and any amendments thereto, upon whom all lawful processes in any action or proceeding against the subscriber may be served and said subscriber hereby stipulates and agrees that any lawful process which is served on said attorney shall be of the same legal force and validity as if served personally within this State.

Signature of non-resident applicant \_\_\_\_\_ Date \_\_\_\_\_

State \_\_\_\_\_ County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ AD \_\_\_\_\_ personally appeared the above named

applicant and made oath that the foregoing statements made by the said applicant are true.

\_\_\_\_\_  
Justice of the Peace / Notary Public

(Notarial Seal)

\_\_\_\_\_  
My Commission Expires

**Please submit with this application:**

- Fee of \$200 – made payable to the State of New Hampshire.
- Recommendations from 2 business references, such as but not limited to banker, accountant, attorney, certifying the applicant is trustworthy and competent to auction real, personal and mixed property in such a manner as to safeguard the interests of the public. For any applicant relying on **reciprocity** under RSA 311-B:6, the recommendations shall come from 2 other licensed auctioneers in the state(s) where the applicant is currently licensed, or New Hampshire.
- A copy of a current government issued photo I.D.
- A certified copy of the applicant’s criminal history record issued within 90 days prior to the date of the application. Non-residents shall obtain a criminal history from the state in which they reside.
- For non-resident applicants using reciprocity only **must submit all (a)-(d)**: (a). A certified copy of a valid current auctioneer's license, held by the applicant from any other state whose laws are sufficient for reciprocity under RSA 311-B:6, issued by the appropriate state agency; (b). A letter of good standing from said agency; (c). An affidavit proving licensure for at least 6 months; and (d). Conduct of at least 10 auctions within the 5 year period of time immediately prior to the application. For **(c)&(d)** use the *Licensure and Conduct Affidavit* provided on our website. This form must also be submitted with the application.
- If applicable, proof of completion at a recognized Auctioneering School (for in-state applicants not working as an apprentice or non-residents who are not licensed in a reciprocal state).
- If applicable, test results from the New Hampshire Auctioneers Exam. The examination shall be taken only after the completion of one of the following requirements: (1) An apprenticeship of at least 6 months with a minimum of 10 auctions, as described in Auc 302.01; or (2) Successful completion of an auctioneering school as described in Auc 302.02.
- If applicable, an apprenticeship affidavit - on form as provided by the board. For an affidavit of apprenticeship to be accepted by the board under Auc 301.01(h)(1), an apprenticeship shall be served under one or more auctioneers for a period of not less than 6 months, with participation in all phases of auctioneering, as described in Auc 301.01(j) over the course of not less than 10 auctions under said auctioneers.

**DO NOT WRITE BELOW THIS LINE - OFFICIAL USE ONLY**

Approved by the State Board of Auctioneers

Check/Cash/Money Order # \_\_\_\_\_

\_\_\_\_\_

Amount \_\_\_\_\_

\_\_\_\_\_

New Licensee - Newly Assigned License # \_\_\_\_\_

\_\_\_\_\_

Reapplying / Lapsed - Previous License # \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_