APPLICATION FOR OFFSITE SALE PERMIT

State Form 55938 (R / 1-18)
Approved by State Board of Accounts, 2018

INDIANA SECRETARY OF STATE
AUTO DEALER SERVICES DIVISION
302 West Washington Street, Room E-111
Indianapolis, IN 46204
Telephone: 317-234-7190
Fax: 317-233-1915
Dealers@sos.in.gov

INSTRUCTIONS:

1. *Complete in blue or black ink or print completed form.*
2. *Submit the completed form to the Auto Dealer Services Division by mail, fax, hand delivery, or scan and e-mail using the applicable address found in the top right comer of this form.*
3. *You must also submit the applicable fee under IC 9-32-11-11(i) by mail or hand-delivery to the address found in the right top comer of this form. A list of fees is available at http://www.in.gov/sos/dealer/4257.htm. Checks should be made payable to the Indiana Secretary of State. The fee does not need to be submitted simultaneously with the application, but your application cannot be processed until payment is made.*
4. *A completed Zoning Affidavit (State Form 55936) must be submitted to the Auto Dealer Services Division before a permit may be issued.*
5. *A completed application must be received by the Auto Dealer Services Division not later than ten (10) business days or two (2) calendar weeks before the proposed offsite sale date.*

DEALER INFORMATION

Name of dealer				Dealer number
Address of established place of business *(number and street)*	City	State	ZIP code	County
Telephone number ( )	E-mail address			

OFFSITE SALE INFORMATION

Address of offsite sale location *(number and street)*	City	State	ZIP code	County

Select the type of location at which the offsite sale will be held.
☐ Building ☐ Tent ☐ Open parking area ☐ Other *(explain)*: _____

Duration of offsite sale
From *(mm/dd/yyyy)*: _____ To *(mm/dd/yyyy)*: _____

Please read each statement carefully, check "Yes" or "No," and initial after each statement.

Yes ☐ No ☐ This temporary location for the proposed offsite sale described above is within a twenty (20) mile radius of the above-named dealer's established place of business. _____
Initials

Yes ☐ No ☐ I am one of the following: New manufactured house dealer, RV dealer, rental company that is a dealer conducting an offsite sale within twenty (20) miles of any of its company owned affiliates, off-road vehicle dealer, or dealer of classic, collector, or antique vehicles. _____
Initials

Yes ☐ No ☐ I have not received more than three (3) offsite sales permits in the current calendar year. _____
Initials

DEALER AFFIRMATION

I hereby certify, under the penalty of perjury, that I am authorized to make this application and that the answers and information contained in this application are true and correct.

Signature of Owner, Officer, Partner, or Authorized Representative	Date Signed *(mm/dd/yyyy)*

Printed name of Owner, Officer, Partner, or Authorized Representative