



DEPARTMENT OF LABOR, LICENSING AND REGULATION  
**SECONDHAND PRECIOUS METAL OBJECT DEALERS AND PAWNBROKERS PROGRAM**  
 DAILY TRANSACTION REPORT FORM / DATA REQUIRED FOR ELECTRONIC FILING

TRANSACTION NO. \_\_\_\_\_

LICENSEE NAME: \_\_\_\_\_ BUSINESS NAME \_\_\_\_\_ REG NO. \_\_\_\_\_ SUFFIX \_\_\_\_\_  
 BUSINESS ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE/ZIP \_\_\_\_\_

LOCATION OF TRANSACTION (If transaction does not occur at business address). \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

NAME OF PLACE: \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE/ZIP \_\_\_\_\_ INDIVIDUAL OWNER RESIDENCE SALE  ESTATE  JUDICIAL

Principal (Agent) representing owner (Seller) of the items. Provide the Following information: Full Name \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State & Zip Code \_\_\_\_\_ DOB: \_\_\_\_\_

SELLER'S NAME		DOB	MO	DAY	YEAR
LAST	FIRST				
DDRESS _____		SEX	HAIR	EYES	HGT
PHONE NO. ( ) _____					WGT
CITY _____	STATE _____	Other distinguishing features (indicate "none", if none)			
ZIP CODE _____		BEARD	TATTOOS/SCARS (describe)		
DRIVER'S LICENSE NC _____	STATE _____	MUSTACHE			
		GLASSES			

RACE/ETHNIC I.D. (Circle one) White  Afr.Amer.  Asian  Hispanic  Amer. Indian  Other  (Describe)

OTHER ID: (Two forms of ID required if driver's license is not used) \_\_\_\_\_ SELLER KNOWN TO DEALER: \_\_\_\_\_ Other features (describe) \_\_\_\_\_

PHOTO ID (Circle) YES NO TYPE (circle): GOV'T ID AGE I.D. BIRTH CERT. \_\_\_\_\_

IDENTIFICATION NUMBERS : \_\_\_\_\_ SECOND ID: \_\_\_\_\_ YES NO \_\_\_\_\_

Quantity	Description of Item	Describe Monograms, Inscriptions	Jewels, Stone Glass Comp	Composition	Altered ?	Weight	Price Sold

**Do not sign this form until it is completely filled out.**  
 I, hereby, certify, under the penalties of perjury,  
 that I am the true owner of the items identified in  
 this transaction .

**Do not sign this form until it is completely filled out.**  
 I, hereby, certify, under the penalties of perjury, that the  
 information contained in this transaction report is true and correct  
 to the best of my knowledge, information and belief.

TOTAL \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE OF SELLER/CUSTOMER (Required)

\_\_\_\_\_  
 SIGNATURE OF DEALER/BUYER (Required)

CASH  CHECK