



Application for Secondhand Article Dealer License

Applies to: Secondhand Mall/Flea Market, Pawnbroker, Secondhand Article Dealer, Secondhand Jewelry Dealer

License Period Is One
Calendar Year*

*Except Secondhand Mall/Flea Market
Licenses

NOTE: Please allow approx. 4 weeks for application processing

Individual license - Complete Sections 1, 2, 3 and 5

Corporate/Partnership/LLC license - Complete Sections 1 - 5

FEES ARE NON-REFUNDABLE

CASH OR CHECK ONLY

- ☐ Pawnbroker - \$217.00
☐ Secondhand Mall/Flea - \$172.00
☒ Secondhand Article/Jewelry:
☒ Original - \$107.00
☐ Renewal - \$82.00

Date Recv'd 10/7/25
Total \$ 107 (100 due)
Receipt #: 9262-1

SECTION 1 - APPLICANT INFORMATION

Applicant Name (First, MI, Last) Charles C England		Date of Birth	
Home Address W2771 Brookhaven Dr	City Appleton	State WI	Zip Code 54915
Applicant Drivers License/State ID Number		DL/ID State of Issuance	
Phone Number (Required)		Email Address	

Has the applicant ever resided outside of Wisconsin? If so, please list previous state(s) of residence.
Illinois, Texas, New Mexico, Minnesota, Washington, Louisiana, North Carolina, Ohio, Connecticut

SECTION 2 - BUSINESS INFORMATION

Individual/Business	Street Address	City	State	Zip Code	Phone Number
Business Name Jessie Mae's This & That	619 W. Wisconsin Ave.	Appleton	WI	54911	
Owner's Name Charles England	W2771 Brookhaven Dr.	Appleton	WI	54915	
Business Manager's Name Jessie Mae England	W2771 Brookhaven Dr.	Appleton	WI	54915	
Building Owner's Name Williamson Rental Property	1545 Cowling Bay Rd.	Neenah	WI	54956	

SECTION 3 - CONVICTION RECORD

Have you, or any other person listed on this application, been convicted of any of the following:

A felony within the last ten (10) years? ☐ YES ☒ NO

Within the last ten (10) years of:

A misdemeanor? ☐ YES ☒ NO

A statutory violation punishable by forfeiture? ☐ YES ☒ NO

A county or municipal ordinance violation? ☐ YES ☒ NO

For each "YES" response provide the date of arrest, the nature of the offense and conviction information: N/A

SECTION 4 - PARTNERSHIP/CORPORATION/LIMITED LIABILITY COMPANY INFORMATION

Check the box that applies to your business: ☐ Partnership ☐ Corporation ☒ Limited Liability Company (LLC)

Partnership/Corporation/LLC name: Jessie Mae USA, LLC

State of Incorp. (if applicable)
Wisconsin

List information for all additional partners/members. Attach additional sheets, if necessary

Name (First, MI, Last)	Date of Birth	Home Address	City	State	Zip Code
Charles C England		W2771 Brookhaven Dr.	Appleton	WI	54915
Drivers License/State ID Number			DL/ID State of Issuance		
Name (First, MI, Last)	Date of Birth	Home Address	City	State	Zip Code
Drivers License/State ID Number			DL/ID State of Issuance		
Name (First, MI, Last)	Date of Birth	Home Address	City	State	Zip Code
Drivers License/State ID Number			DL/ID State of Issuance		

(SEE BACK)

SECTION 5 – PENALTY NOTICE

I understand that this license may be denied or revoked for fraud, misrepresentation or false statements contained in the application or for any violation of Wis. Stats. §§ 134.71, 943.34, 948.62 or 948.63. Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge. I agree to inform the clerk within ten (10) days of any change in the information supplied in this application.

Signature of Applicant: _____

Date: _____

10, 7, 2025

FOR OFFICE USE ONLY

Department	Approve	Deny	Staff Member	Reason
Police				
Fire				
City Sealer				

Date Sent for Approval	Safety and Licensing	Common Council	Date Issued	Expiration Date	License Number
____/____/____	____/____/____	____/____/____	____/____/____	____/____/____	

Return completed form to: Office of the City Clerk, 100 N Appleton St, Appleton WI 54911

SECONDHAND ARTICLE DEALER LICENSE INFORMATION

• Secondhand Article Dealer Licenses are required within the City of Appleton by persons who operate as secondhand article dealer, pawnbroker, secondhand jewelry dealer or secondhand article dealer in a mall or flea market. An article is defined as any item of value, excluding only motor vehicles, large appliances, furniture, books, and clothing other than furs. See City of Appleton Municipal code Sec. 9-416 for more information and definitions.

• Secondhand Article Dealer Licenses are valid for one calendar year from January 1st- December 31st, excepting Secondhand Mall/Flea Market Licenses, which are valid for 2 years from May 1 of an odd-numbered year to April 30 of the next odd-numbered year.

• Once a completed Secondhand Article Dealer License application is returned to the Office of the City Clerk, it is reviewed by several City Departments, the Safety and Licensing Committee, and the Common Council for approval. This process takes approximately 4 weeks, so please plan accordingly.

• License fees are non-refundable and are to be paid at the time of filing the application form. Fees are as follows:

- Pawnbroker initial/renewal - \$217.00
- Secondhand Article/Jewelry initial - \$107.00
 - Secondhand Article/Jewelry renewal - \$82.00
- Secondhand Article Mall/Flea Market initial/renewal - \$172.00

Additional Questions?

Please contact the Office of the City Clerk at (920) - 832 - 6443.