

## AUCTIONEER APPLICATION INSTRUCTIONS

### 2016 Exam Dates:

Jan 14, Feb 11, Mar 10, Apr 14, May 12, Jun 9, Jul 14, Aug 11, Sep 15, Oct 18, Nov 10, Dec 15

The exam is administered in Elizabethtown at The Kentucky Board of Auctioneers office, 2819 Ring Road, Suite 200. The exam lasts 3 hours. There will be two sessions scheduled if necessary. The morning exam begins at 9:00 AM eastern time and ends at 12: NOON eastern time, the afternoon exam begins at 1:00 PM eastern time and ends at 4:00 PM eastern time. A non-printing, battery-operated calculator will be provided. Cell phones, pagers or study materials are not allowed in the exam room.

The Kentucky Board of Auctioneers complies with the Americans with Disabilities Act of 1990. To ensure equal opportunity for all qualified persons and by the applicant's request, the Board will make reasonable modifications for candidates with disabilities that might affect their taking the licensing examination.

Before a license is issued, you will be asked if you have a loan through the KY Higher Education Assistance Authority. If you are in default, the license will not be processed until arrangements are made with the KHEAA. (KRS 164.772)

- Complete Questions 1 through 16, excluding the signature lines in Questions 15 & 16, on your computer. Print out and complete, by pen, Questions 15 or 16, 18 and 19.
- Question 15: If you are applying for the Apprentice Exam, your Principal Auctioneer must read, complete and certify, by his/her signature.
- Question 16: If you are applying for the Principal Auctioneer Exam, your Principal Auctioneer must read, complete and certify, by her/his signature.
- Question 17: List the states where you currently hold any type of auction license. If you do not reside in Kentucky, do not hold a Kentucky Apprentice Auctioneer license, and are requesting to waive the apprentice exam by applying for the Principal Auctioneer exam you must complete this section.
- Section 18: Applicant must read, date and sign. Applicant's signature shall be witnessed and certified by a Notary Public.
- Complete section 19, page 4.
- The non-refundable exam fee for the Auctioneer exam is \$125. The check is made payable to the Kentucky Board of Auctioneers.
- **Submit pages 1, 2, 3 and 4 of the application, a recent 2-3 inch size photo and a check or money order payable to the Kentucky Board of Auctioneers, at least 1 week before the exam date.**

The following is a brief summary of the licensing process. For more detail, please read KRS Chapter 330. The requirements to attain a Kentucky Apprentice license are: 1) at least 18 years old, 2) a high school diploma or an equivalent, 3) trustworthy, competent and of good repute, 4) completion of twelve (12) hours of pre-license auction education as required (KRS 330.060(1)(d) and 5) successful completion of the Apprentice exam. The apprentice exam applicant must be associated with a Kentucky-licensed Principal Auctioneer whose office is within 50 miles of the applicant's address.

The experience requirements for an apprentice to take the Principal Exam (if licensed before 7/1/2010 or after 7/1/2015) are 1) one (1) year as an Apprentice, actively and materially participated in 10 auctions before taking the Principal Auctioneer Exam and 2) successfully complete at least eighty (80) hours of approved classroom instruction from a board-approved auction education provider. The application, exam fee and photo are submitted to the Board.

Upon notification of passing the exam, the initial license fee is remitted with the License Issuance Information form. All licenses expire on June 30<sup>th</sup>. Principal auctioneers and apprentice auctioneers will report 6 hours of continuing education. Renewals (due on or before June 30<sup>th</sup>) will be accepted only if continuing education (CE) has been earned between July 1st of the previous year and June 30th of a renewal year.



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**15. Who is your Principal Auctioneer:** \_\_\_\_\_

*I, Principal Auctioneer \_\_\_\_\_ licensed in the Commonwealth of Kentucky, do hereby accept this applicant as an Apprentice Auctioneer and the responsibilities thereof, subsequent to he/she passing the apprentice auctioneer examination and qualifying under the provisions of KRS 330. My office is within 50 miles of this applicant's address.*

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Principal Auctioneer's Signature                      and                      License Number

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**16. If applicant is an apprentice and applying to become a principal, THE PRINCIPAL AUCTIONEER of THE EXAM APPLICANT completes this question:**

*I, Principal Auctioneer \_\_\_\_\_ do hereby certify that this applicant has served a bona fide apprenticeship for one (1) year and has actively and materially participated in the following ten (10) auctions.*

Sellers' Names and Auction Dates:

- |    |     |
|----|-----|
| 1. | 6.  |
| 2. | 7.  |
| 3. | 8.  |
| 4. | 9.  |
| 5. | 10. |

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Principal Auctioneer's Signature & License Number

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**17. List the states where you currently hold any type of auction license. If you do not reside in Kentucky and do not hold a Kentucky Apprentice Auctioneer license, and are requesting to waive the apprentice exam by applying for the Principal Auctioneer exam, (NONRESIDENT AUCTIONEER), list the types of auctions you have conducted, number of auctions per year, and how long you have been an active auctioneer.**

**18. Applicant's Certification**

*I hereby apply for admission to the Auctioneer Examination in conformity with the Auctioneer Law (KRS 330) and Regulations of the Commonwealth of Kentucky. I certify that all the information is true and correct. I hereby authorize the police department or credit bureau to avail information about me to the Kentucky Board of Auctioneers. I have submitted this and other items as required. In addition, I have enclosed a check for the examination fee of \$125 for the Auctioneer exam, made payable to the Kentucky Board of Auctioneers. I have read and agree to abide by the applicable laws and administrative regulations.*  
<http://auctioneers.ky.gov/law.html>

*And if I am not a resident of Kentucky, I hereby irrevocably consent, stipulate and agree that suits and actions may be commenced against me in the proper court of any county in the Commonwealth in which a cause of action may arise in which the plaintiffs may reside, by the service of any process or pleading authorized by the laws of the Commonwealth of Kentucky on the Secretary of the Kentucky Board of Auctioneers. That such service of such process or pleadings on said Secretary shall be taken and held in all courts to be as valid and binding as if the service had been made upon me in the Commonwealth of Kentucky.*

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Notary Certification:  
I certify this application was subscribed and sworn to before me by \_\_\_\_\_.  
On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

NOTARY SIGNATURE: \_\_\_\_\_

My commission in the state of \_\_\_\_\_ expires on \_\_\_\_\_.

COMMONWEALTH OF KENTUCKY



**KENTUCKY BOARD OF AUCTIONEERS**

2819 Ring Road, SUITE 200  
Elizabethtown, KENTUCKY 42701  
<http://auctioneers.ky.gov>  
(270) 360-0736

**19. AUTHORITY TO RELEASE INFORMATION**

I, (print name) \_\_\_\_\_, hereby authorize an investigation into all records which may be of interest to the Kentucky Board of Auctioneers. This authorization is limited to any educational, criminal and civil records.

This authorization is executed in consideration of the Kentucky Board of Auctioneers considering my application for licensure and shall serve as a release of all liability to all parties furnishing such information to the Kentucky Board of Auctioneers and their authorized agents.

A photocopy of this release shall be considered as effective and binding as the original hand executed copy.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
STREET

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE, ZIP CODE

WITNESSED BY \_\_\_\_\_