



CRAFTED PRECIOUS METALS DEALERS



TEXAS OFFICE OF CONSUMER
CREDIT COMMISSIONER

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- As defined in Chapter 1956 of the Texas Occupations Code, a crafted precious metal dealer is a person registered to engage in the business of purchasing and selling precious metal items, except for: coins, bars, commemorative medallions, or items that the dealer purchases for 105% or more of scrap value.

Registrations on or before June 30, 2018

If a crafted precious metal dealer obtains or renews a registration for a permanent registered location on or before June 30, 2018, the dealer's registration will be effective for one year after the date of the registration, and will expire on the anniversary of the date of registration. After the expiration of a permanent registered location registration obtained on or before June 30, 2018, a dealer must register for a permanent registered location using the OCCC online registration portal in order to continue doing business as a crafted precious metal dealer.

Registrations on or after July 1, 2018.

On or after July 1, 2018, all registrations and renewals for crafted precious metal dealers will be performed through the OCCC online registration portal. If a dealer obtains a registration for a permanent registered location on or before December 31, 2018, then the registration will expire on December 31, 2019.

[Transition from DPS to OCCC RULE § 85.1012](#)

The application must include the following information and any other information required by the OCCC. All questions must be answered.

(1) Responsible persons. The application must list the person responsible for the day-to-day operation of the applicant's permanent registered location and a responsible person for each temporary location.

(2) Assumed names. For any applicant that does business under an "assumed name" as that term is defined in Texas Business and Commerce Code, § 71.002, the applicant must provide all assumed names used.

(3) Permanent registered location required. A dealer must have at least one, and may have more than one, permanent registered location. If none of a dealer's locations satisfies the permanent registered location definition contained in § 85.1001 of this title (relating to Definitions), the dealer must designate one location to be the permanent registered location.

(4) Temporary locations. For each temporary location, the dealer must provide the approximate dates of operation at each temporary location.

[Title 7, Chapter 85, Texas Administrative Code](#)

[Chapter 1956, Texas Occupations Code: Metal Recycling Entities](#)



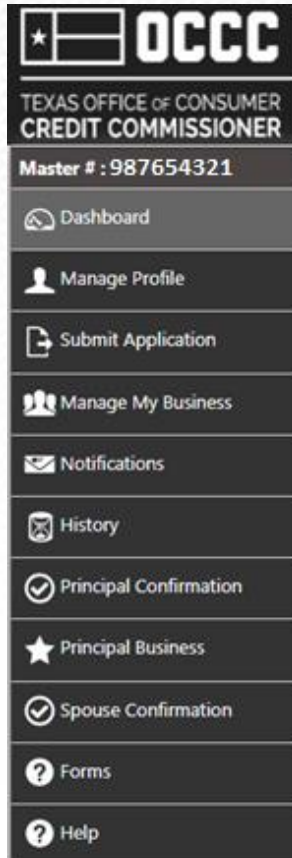
CRAFTED PRECIOUS METALS DEALERS:

HOW TO SUBMIT AN APPLICATION

(PREVIOUS REGISTRATION HOLDERS & NEW APPLICANTS)



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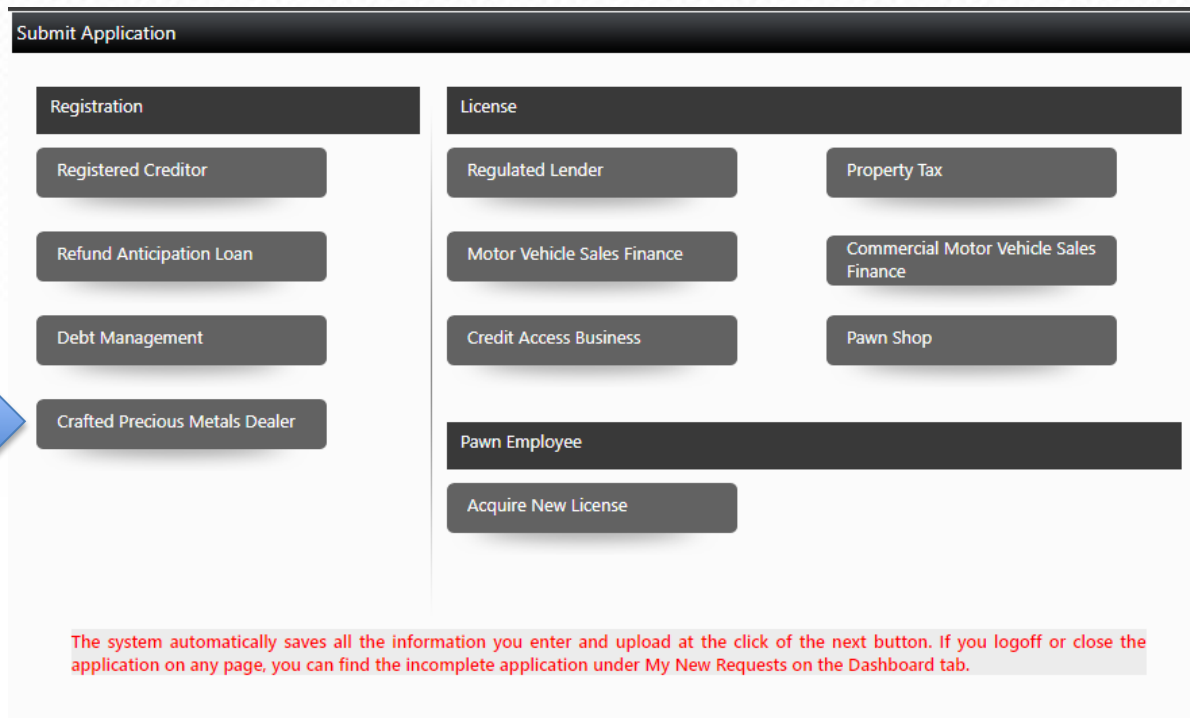


- As CPMD transitions from DPS to OCCC, new applicants and renewals will be required to submit a Crafted Precious Metal Dealer application
- After you have received an email confirming the activation of your new account in ALECS, log in and select submit application.

Don't have an ALECS account?

[Click here: How to create an account](#)

- New applicants and renewals must submit a Crafted Precious Metal Dealer application



Submit Application

Registration	License	
Registered Creditor	Regulated Lender	Property Tax
Refund Anticipation Loan	Motor Vehicle Sales Finance	Commercial Motor Vehicle Sales Finance
Debt Management	Credit Access Business	Pawn Shop
Crafted Precious Metals Dealer	Pawn Employee	
	Acquire New License	

The system automatically saves all the information you enter and upload at the click of the next button. If you logoff or close the application on any page, you can find the incomplete application under My New Requests on the Dashboard tab.

- Complete the information requested.

Ownership Type - Sole proprietors will enter their social security number. Entities (LLC, Corporation, Partnerships, etc) will enter a Federal Employer Identification Number (FEIN)

Ownership Information

Ownership Type *

Entity Name *

SSN * -

- Complete all mandatory fields and hit next.

Main Office Contact Information * Mandatory Fields

Contact Information

Mailing Address Line 1 * 2601 Lamar Blvd

Mailing Address Line 2

Zip * 78705

Only enter the first 5 digits of the zip code

City * AUSTIN

State * TX

County* TRAVIS

Country * US

Phone Number * 512-936-7605

Fax Number

Provide a statement as to where records of transactions subject to regulation by the State of Texas will be maintained. If these records will be maintained at a location outside the state of Texas, the applicant must acknowledge responsibility for payment of all travel costs associated with examinations in addition to the assessment fee, or make all records available for examination within the state of Texas.

Statement of Record * Records will be kept at the business, 2601 Lamar Blvd.

Remaining Characters 246

Do you conduct business at this location? Yes

Business Website

Compliance Officer ⓘ

First Name *

Last Name *

Phone Number * 512-936-7605

Extension(if any)

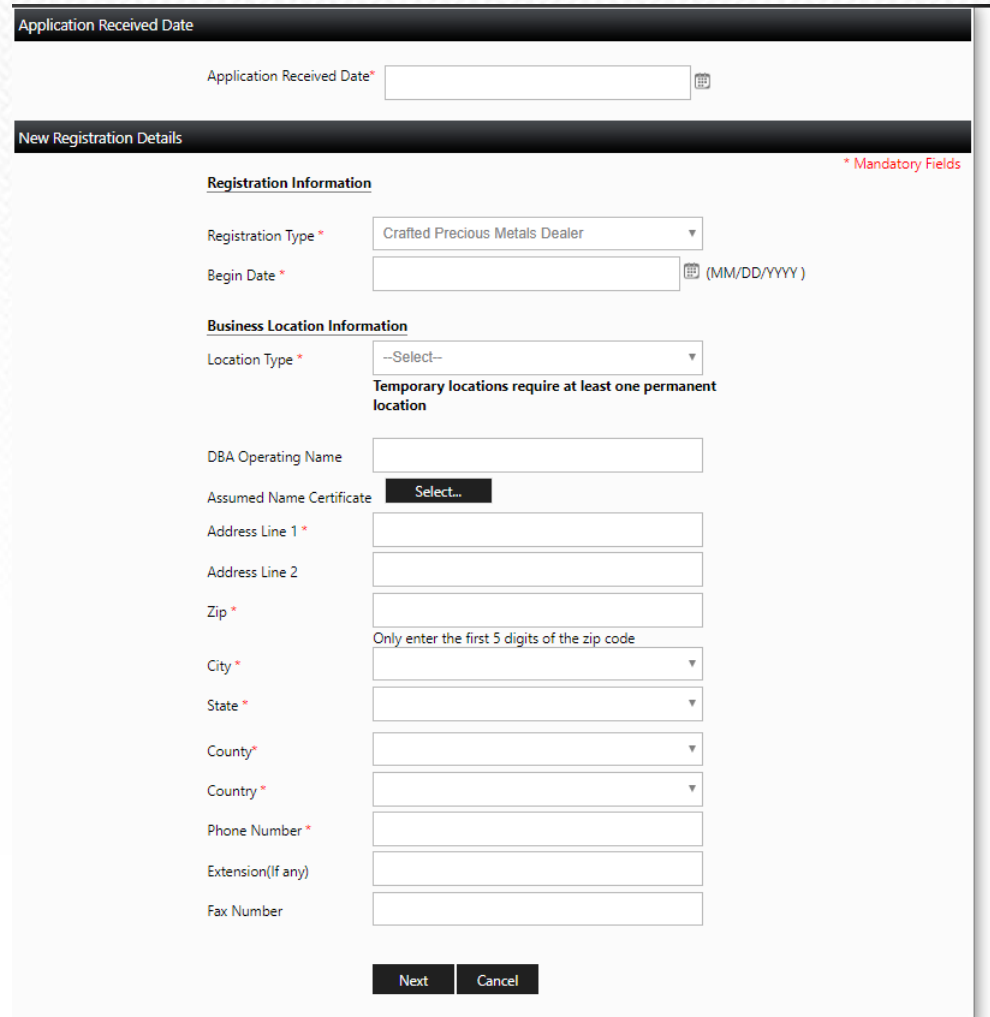
Fax Number

Email *

Confirm Email *

- If you are using a DBA, type in the DBA and attach the assumed name certificate from the county clerk (sole proprietor or partnerships) or secretary of state (LLC's, Corps & other entities not listed from the county clerk) by clicking select.
- When all mandatory fields are complete, hit next.

Remember, if you fill in the DBA operating field, you will be required to submit an assumed certificate name filed with the Secretary of State or County Clerk if Sole Proprietor or Partnership.



The screenshot displays the 'New Registration Details' section of the CPMD Registration form. It includes the following fields and sections:

- Application Received Date:** A text input field with a calendar icon.
- Registration Information:** A section header with a red asterisk indicating mandatory fields. It includes:
 - Registration Type *:** A dropdown menu with 'Crafted Precious Metals Dealer' selected.
 - Begin Date *:** A text input field with a calendar icon and '(MM/DD/YYYY)' format.
- Business Location Information:** A section header with a red asterisk. It includes:
 - Location Type *:** A dropdown menu with '--Select--' selected. Below it, a note states: 'Temporary locations require at least one permanent location'.
 - DBA Operating Name:** A text input field.
 - Assumed Name Certificate:** A dropdown menu with 'Select...' selected.
 - Address Line 1 *:** A text input field.
 - Address Line 2:** A text input field.
 - Zip *:** A text input field with a note: 'Only enter the first 5 digits of the zip code'.
 - City *:** A dropdown menu.
 - State *:** A dropdown menu.
 - County*:** A dropdown menu.
 - Country*:** A dropdown menu.
 - Phone Number *:** A text input field.
 - Extension(if any):** A text input field.
 - Fax Number:** A text input field.
- Navigation:** 'Next' and 'Cancel' buttons at the bottom.

- The fee for new applicants and renewals is \$50.00.
- The application is automatically approved.
- Choose the payment type, read the statement and if you agree select the checkbox and hit Pay Now.
- Hitting Pay Now will redirect you to a third party company. If you experience issues processing your payment on the NIC page please contact 877-234-3468.

Payment

Application ID : 123456789123
Add More Locations

DBA Operating Name	Business Type	Business Sub Type	Transaction Details	Amount		
	Registration	Crafted Precious Metals Dealer	New CPMD Registration	\$50.00	Edit	Delete

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Choose Payment Type *

Select Payment Type ▼

Total Amount \$50.00

On Clicking the "Pay Now" button, You will be redirected to Texas.gov. Note: Look and feel of Texas.gov may be different from this site.

This service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State.

By selecting this checkbox, I swear or affirm that I have voluntarily executed this application and: (1) have read and understand the terms and instructions for this application; (2) all answers made in the application are true, correct, and complete and are made for the purpose of securing the license(s) or registration(s) indicated herein; (3) the applicant is of good moral character, good business repute, and possesses the character and general fitness necessary to warrant belief that the applicant will operate the business lawfully and fairly within the provisions of the Texas Finance Code; (4) I understand that I am subject to administrative, civil, or criminal penalties if I give false or misleading answers; (5) I understand that false or materially incomplete answers are grounds for denial; (6) I have read and understand applicable federal and state laws, and will be in compliance with those laws at all times; (7) I promise to keep the information contained in this form current and to file accurate supplementary information on a timely basis; and (8) No action, fact, or information has changed that would have required a materially different answer than that given in the last new or transferred license application

WARNING : The TEX. PENAL CODE, Sec. 37.10 provides that providing false information to a governmental agency may be a third-degree felony offense punishable by not more than ten (10) years in prison or not more than one (1) year in a community correctional facility. In addition to imprisonment, a fine of up to \$10,000 may also be imposed.

The Office of Consumer Credit Commissioner obtains information from this form and certain third-party sources. With few exceptions, you may review and correct the information we collect. To find out more about the information we collect or to make an open records request, contact our Public Information Officer at 512-936-7639 or public.information@occc.state.tx.us.

Pay Now

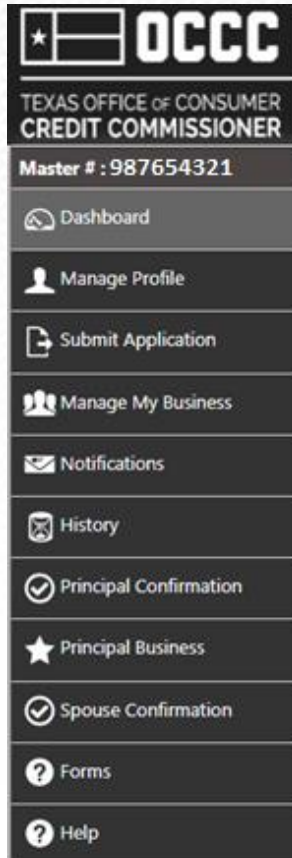


CRAFTED PRECIOUS METALS DEALERS:

HOW TO ADD A TEMPORARY LOCATION



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- Once you have completed your permanent location application and printed your certificate, return to Dashboard and from here click on Submit Application.

- Click on Crafted Precious Metals Dealer

Submit Application

Registration	License	
Registered Creditor	Regulated Lender	Property Tax
Refund Anticipation Loan	Motor Vehicle Sales Finance	Commercial Motor Vehicle Sales Finance
Debt Management	Credit Access Business	Pawn Shop
Crafted Precious Metals Dealer	Pawn Employee	
	Acquire New License	

The system automatically saves all the information you enter and upload at the click of the next button. If you logoff or close the application on any page, you can find the incomplete application under My New Requests on the Dashboard tab.

- Complete all the fields like you did for your new CPDM registration.
- This time, select *Temporary Location as Location Type*.
- Complete the application as you did for your first registration and pay the fee.

Remember, if you fill in the DBA operating field, you will be required to submit an assumed certificate name filed with the Secretary of State or County Clerk if Sole Proprietor or Partnership.

Application Received Date

Application Received Date*

New Registration Details

* Mandatory Fields

Registration Information

Registration Type*

Begin Date* (MM/DD/YYYY)

Business Location Information

Location Type*

Temporary locations require at least one permanent location

DBA Operating Name

Assumed Name Certificate

Address Line 1*

Address Line 2

Zip*

Only enter the first 5 digits of the zip code

City*

State*

County*

Country*

Phone Number*

Extension(if any)

Fax Number

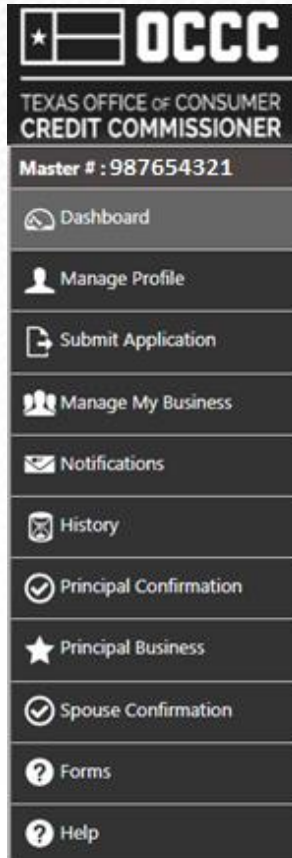


CRAFTED PRECIOUS METALS DEALERS:

HOW TO PRINT YOUR REGISTRATION CERTIFICATE

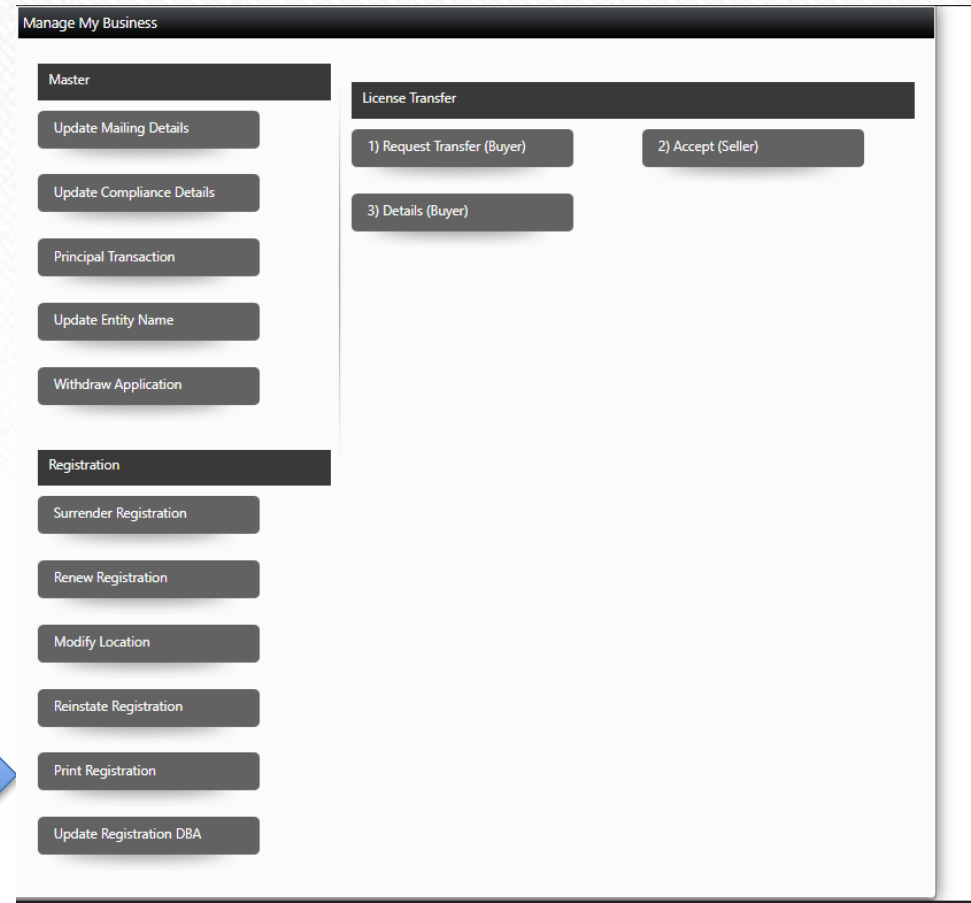


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- Once you have completed the application process, select Manage My Business from your Dashboard.

- Select Print Registration



The screenshot displays the 'Manage My Business' interface. It features two main sections: 'Master' and 'Registration'. The 'Master' section includes buttons for 'Update Mailing Details', 'Update Compliance Details', 'Principal Transaction', 'Update Entity Name', and 'Withdraw Application'. The 'Registration' section includes buttons for 'Surrender Registration', 'Renew Registration', 'Modify Location', 'Reinstate Registration', 'Print Registration', and 'Update Registration DBA'. A large blue arrow points to the 'Print Registration' button. Additionally, there is a 'License Transfer' section with buttons for '1) Request Transfer (Buyer)', '2) Accept (Seller)', and '3) Details (Buyer)'.

- From the Registration Type dropdown, select Crafted Precious Metals Dealer
- Select the radio button for your registration
- Hit PDF To Print

Print a Copy of Registration

Registration Type * * Mandatory Fields

Select	Registration Number	DBA Operating Name	Registration Status	Address 1	City	State	Zip
<input checked="" type="radio"/>	987654321654		Active	2601 LAMAR BLVD	AUSTIN	TX	78705

Displaying items 1 - 1 of 1

Note : If you are unable to select any of the registrations and licenses that are displayed, please contact the OCCC for further information.

- Your registration certificate will display as the sample below:



The image shows a sample registration certificate for a Crafted Precious Metals Dealer in the State of Texas. The certificate is enclosed in a rectangular border. In the top left corner, there is the official seal of the State of Texas and the OCCC logo. The OCCC logo consists of the letters "OCCC" in a bold, sans-serif font, with "Office of Consumer Credit Commissioner" written in a smaller font below it. To the right of the logo, the registration issue date is printed as "08/01/2018". In the center of the certificate, the words "STATE OF TEXAS" are printed in a bold, sans-serif font, underlined. Below this, the text "Crafted Precious Metals Dealer" is printed, followed by "Registration Number: 123456789987654321123". Further down, the text "YOUR PERMANENT LOCATION" is printed, followed by "BUSINESS CITY, TX, BUSINESS ZIP CODE". In the bottom left corner, the address "2601 N Lamar Blvd Austin, Tx 78705" is printed. In the bottom center, the website "www.occc.texas.gov" and the phone number "(512)936-7600" are printed. In the bottom right corner, there is a signature of the Consumer Credit Commissioner, with the text "Consumer Credit Commissioner" printed below it. A faint background image of the Texas State Capitol building is visible in the bottom right corner.

 **OCCC**
Office of Consumer
Credit Commissioner

Registration Issue Date: 08/01/2018

STATE OF TEXAS

Crafted Precious Metals Dealer
Registration Number: 123456789987654321123

YOUR PERMANENT LOCATION
BUSINESS CITY, TX, BUSINESS ZIP CODE

2601 N Lamar Blvd
Austin, Tx 78705

www.occc.texas.gov
(512)936-7600

Leslie J. Pitty
Consumer Credit Commissioner

- To access public records and reports from registrations completed in the DPS system email licensing@occc.texas.gov.
- For the registration display requirements click here: [Registration Display](#)
- For Transaction Report Form and Records click here: [Transaction Report Form and Records](#)
- For the submission of reports click here: [Submission of Report Form and Records](#)



Questions?
licensing@occc.texas.gov