CLARE AUTO AUCTIONS, LLC
NEW DEALER REGISTRATION

Dealer auction every Thursday at 10:30 AM

WELCOME

Thank you for choosing Clare Auto Auctions. To help us set up your account quickly, please complete this packet and return it with the required documents below.

WHAT WE NEED FROM YOU

☐ Completed Dealer Registration Application
☐ Completed Employee/Agent Authorization & Consent Form
☐ Completed Title Clerk Authorization Form
☐ Copy of current Dealer License
☐ Copy of current Sales Tax License
☐ Copy of voided company check
☐ Copy of valid driver's license for owner and all authorized agents

SUBMISSION & PROCESSING

Return by: Email, fax, USPS mail, or in person. Please allow up to 24 hours for account setup after all required information is received.

Questions? Call (989) 386-1087 or email manager@clareautoauctions.com.

CAA OFFICE USE ONLY

Dealer / Account #: _____	**Date Received:** _____
Entered By: _____	**Date Entered:** _____

☐ Dealer License Verified ☐ Sales Tax License ☐ Owner DL ☐ Agent DL(s) ☐ Voided Check ☐ Title Authorization

CLARE AUTO AUCTIONS, LLC
DEALER INFORMATION

DEALERSHIP INFORMATION

Legal Dealership Name: _____	**DBA (if any):** _____
Dealer License #: _____	**Expiration Date:** _____
Federal EIN #: _____	**State Sales Tax Exemption #:** _____
Primary Email: _____	**Office Phone:** _____
Physical Business Address: _____	**City / State / ZIP:** _____
Mailing Address (if different): _____	**City / State / ZIP:** _____

OWNER / PRINCIPAL OFFICER

Full Name: _____	**Title:** _____
Email: _____	**Cell Phone:** _____
Driver's License #: _____	**State / Expiration:** _____
Owner/Principal SSN or TIN (Confidential): _____	For Office Use: ☐ Verified / Entered
Residential Address: _____	**City / State / ZIP:** _____

BOND / REFERENCE INFORMATION

Bond Insurance Company: _____	**Bond #:** _____
Bond Amount: _____	**Agent #:** _____
Auction Reference: _____	**Reference Phone:** _____

Dealer Certification: I certify that the information provided above is true and current and agree to notify Clare Auto Auctions of material changes to my dealership information.

Owner / Principal Signature: _____	**Date:** _____

CLARE AUTO AUCTIONS, LLC

AUTHORIZED BUYERS & AGENTS

List each employee or appointed agent authorized to conduct business at Clare Auto Auctions on behalf of the dealership.

Name	Driver's License #	State	Exp.	Cell Phone	Email

AUTHORIZATION & CONSENT

By signing below, the dealership owner/principal authorizes the individuals listed above to buy and/or sell vehicles and conduct necessary auction business on behalf of the dealership. The dealership and its authorized agents agree to follow Clare Auto Auctions policies and procedures, including applicable odometer and arbitration requirements. The dealership authorizes Clare Auto Auctions to send auction-related information by email, text, or fax and may request that such communications stop in writing.

Important: Authorized agents must provide a valid driver's license before being added to the dealer account.

Dealership Owner / Principal Signature: _____	**Date:** _____
Printed Name: _____	**Title:** _____

CLARE AUTO AUCTIONS, LLC

TITLE CLERK AUTHORIZATION

Dealership / Financial Institution: _____

Floor Plan Companies (please circle all that apply) -AFC – First Choice - AXLE – GKFS – Kinetic- NextGear-

AUTHORIZATION

With my signature below, I authorize Clare Auto Auctions, LLC, its affiliates and/or employees to act as our agent to sign papers and documents pertaining to the sale and subsequent title transfer of vehicles owned or purchased by the dealership/financial institution.

Documentation may include, but is not limited to, title and title-transfer documentation, reassignment, certification, odometer disclosure statements, and other documentation required by federal or state law to complete the sale of a vehicle.

In consideration of Clare Auto Auctions, LLC agreeing to execute such documents on the dealership/financial institution's behalf, the dealership/financial institution agrees to indemnify, defend and hold harmless Clare Auto Auctions, LLC and its affiliates, subsidiaries, officers, directors, employees, successors and assigns from loss, damages, liability, claims, causes of action and expenses arising from the execution or transfer of ownership of a vehicle.

Nothing in this authorization is intended to require the dealership/financial institution to indemnify Clare Auto Auctions, LLC for loss resulting from gross negligence or willful misconduct by Clare Auto Auctions, LLC or its employees or agents. The dealership/financial institution further agrees to hold applicable state authorities harmless with respect to this title clerk authorization.

AUTHORIZATION SIGNATURE

Authorized Signature: _____	**Date:** _____
Printed Name: _____	**Title:** _____
Dealership / Institution: _____	