



DEALER REGISTRATION  
Central Wisconsin Auto Auction

9107 Schofield Avenue  
Schofield, WI 54476

Phone: 715/359-8495 Fax: 715/359-7895

Legal Business Name \_\_\_\_\_ Date Business Started \_\_\_\_\_

DBA (If Applicable) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

Cellphone # \_\_\_\_\_

(Please check yes or no if you would like to receive run lists via text message) Yes \_\_\_\_\_ No \_\_\_\_\_

Email address: \_\_\_\_\_

Business Type \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Limited Liability

Dealer Type \_\_\_\_\_ New \_\_\_\_\_ Used \_\_\_\_\_ Lease \_\_\_\_\_ Wholesale

Sales Tax Identification # \_\_\_\_\_

Dealer License # \_\_\_\_\_ License Expiration Date \_\_\_\_\_

**(Attach a copy of your current license)**

Check All That Apply:

Do you expect to \_\_\_\_\_ Buy \_\_\_\_\_ Sell

Payment Method \_\_\_\_\_ Cash \_\_\_\_\_ Check (on approval)

Finance or Floor Plan \_\_\_\_\_ Branch # \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax# \_\_\_\_\_

Account # \_\_\_\_\_ Credit Floor Plan Limit \_\_\_\_\_ Account Opened \_\_\_\_\_

**OWNER**

Name \_\_\_\_\_ Title \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone # \_\_\_\_\_ Mobile # \_\_\_\_\_ D.O.B. \_\_\_\_\_

Driver's License # \_\_\_\_\_ DL State \_\_\_\_\_

E-mail Address \_\_\_\_\_

Signature \_\_\_\_\_

**GUARANTY**

In consideration of Auction allowing Dealer to buy and sell motor vehicles through Auction, the undersigned, whether one or more, personally covenant, guarantee and warrant that the title to each vehicle sold by Dealer through Auction will be good and will be free and clear of all liens and encumbrances, whatsoever. The undersigned unconditionally agrees to reimburse auction for any loss, damage, expense, or costs, including attorney's fees incurred by Auction as a result of breach of the foregoing warranty of title as to any such motor vehicle.

The undersigned further guarantees full payment of any debts of Dealer to Auction, including any checks or drafts issued by Dealer or any of Dealer's representatives, together with any loss of expense incurred by auction in collecting or attempting to collect such debt, including attorney's fees.

The undersigned acknowledges that Auction shall have the right to refuse to transact business with Dealer, to modify or release any and all collateral security, to extend or change time of payment and to settle or compromise with Dealer without notice to the undersigned and without discharging or affecting the liability of the undersigned hereunder. This guaranty is to be continuing guaranty and the undersigned hereby waives notice of acceptance of this guaranty and presentment, demand, protest, and any notice of non-payment or dishonor. The undersigned shall be liable as principal debtor and not merely as surety, and the bankruptcy or any assignment in favor of Creditors of Dealer shall not affect the enforceability of this agreement.

This instrument shall bind the respective heirs, executors, administrators, and assigns of the undersigned, and shall ensure to the benefit of the Auction, its successors, assigns and subrogates.

Where there is more than one signatory to this agreement each signatory shall be jointly and severally liable under this agreement.

Officer/Owner Signature: \_\_\_\_\_

Officer/Owner Signature: \_\_\_\_\_

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

|  |  |  |
|--|--|--|
|  | <b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.   |  |
|  | <b>2</b> Business name/disregarded entity name, if different from above  |  |
|  | <b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><input type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.<br><input type="checkbox"/> Other (see instructions) ▶ | <b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br>Exempt payee code (if any) _____<br>Exemption from FATCA reporting code (if any) _____<br><small>(Applies to accounts maintained outside the U.S.)</small> |
|  | <b>5</b> Address (number, street, and apt. or suite no.) See instructions.   | Requester's name and address (optional)  |
|  | <b>6</b> City, state, and ZIP code   |  |
|  | <b>7</b> List account number(s) here (optional)  |  |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

|  |   |   |   |   |  |
|--|---|---|---|---|--|
| <b>Social security number</b>  |   |   |   |   |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table> |   | - |   | - |  |
|  | - |   | - |   |  |
| <b>or</b>  |   |   |   |   |  |
| <b>Employer identification number</b>  |   |   |   |   |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 70%; border: 1px solid black; height: 20px;"></td> </tr> </table>  |   | - |   |   |  |
|  | - |   |   |   |  |

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**

Signature of U.S. person ▶

Date ▶

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its Instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



## BANK AUTHORIZATION LETTER

To Whom It May Concern:

In order to enable my dealership to purchase vehicles from Central Wisconsin Auto Auction, I hereby authorize you to do the following:

- \* Release to the Auction credit information
- \* Include the information contained in the attached Bank Reference Letter regarding my dealership and its business checking and other accounts as requested by the Auction.

The information will be used for business purposes in connection with the automobile auction.

Bank Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Account # \_\_\_\_\_ Contact Person \_\_\_\_\_

Bank Address \_\_\_\_\_

Dealership Name \_\_\_\_\_

Dealership Address \_\_\_\_\_

*Your prompt attention in answering their Bank Reference Letter will be greatly appreciated.*

Sincerely,

\_\_\_\_\_  
Name of Owner/Officer Printed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Owner/Officer

**Please include a copy of a blank voided check with your dealership's name on it.**



# AUTHORIZED REPRESENTATIVES

Representative \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone# \_\_\_\_\_ E-mail Address \_\_\_\_\_

D.O.B. \_\_\_\_\_ Driver's License # \_\_\_\_\_ DL State \_\_\_\_\_

Authorized To:  Buy Cars  Sell Cars  Sign Checks (*Check All that apply*)

Representative Signature: \_\_\_\_\_

Officer/Owner Signature: \_\_\_\_\_

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Representative \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone# \_\_\_\_\_ E-mail Address \_\_\_\_\_

D.O.B. \_\_\_\_\_ Driver's License # \_\_\_\_\_ DL State \_\_\_\_\_

Authorized To:  Buy Cars  Sell Cars  Sign Checks (*Check All that apply*)

Representative Signature: \_\_\_\_\_

Officer/Owner Signature: \_\_\_\_\_

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Representative \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone# \_\_\_\_\_ E-mail Address \_\_\_\_\_

D.O.B. \_\_\_\_\_ Driver's License # \_\_\_\_\_ DL State \_\_\_\_\_

Authorized To:  Buy Cars  Sell Cars  Sign Checks (*Check All that apply*)

Representative Signature: \_\_\_\_\_

Officer/Owner Signature: \_\_\_\_\_

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**Please attach a copy of each representatives WI buyers license. All out of state dealers and representatives will need one. The form is attached.**

## Wisconsin Buyer's License Information

Each person employed by a licensed dealer or wholesaler must have a Wisconsin Buyer's License

- Fee for out of state buyer's license -\$12
- Fee for in state buyers license expiring in one year or less -\$6
- Fee for in state buyer's license expiring in more than one year -\$12

To apply for a new, renewal, or replacement Buyer's license

-Complete the attached Buyer's License Application MV2941 (instructions are at the bottom of form)

-Have employing dealer or wholesale owner or officer sign the form

-If out of state include a current Dealer license with application

-If you are employed by more than one dealership, you must submit and obtain a buyer's license for each employer

Please fill out the form and send back with the fee, we can mail it in for you. Otherwise send back completed form for our records.



# BUYER'S LICENSE APPLICATION

Wisconsin Department of Transportation  
MV2941 5/2021 Ch. 218 Wis. Stats.

– FOR AUCTION USE ONLY –

– FOR DMV USE ONLY –

Auction Number:

Payment:

Auction Name:

Account:

Dealer License Number

Dealer License Expiration (mm/dd/yyyy)

Dealer Name

Dealer Owner Name

Dealer Owner Phone No.

Dealer Street Address, City, State, ZIP Code

Dealer (Area Code) Telephone Number

Dealer Email Address

Applicant Driver License Number OR Photo ID Number

Applicant State License or ID

Applicant Social Security Number (for verification purposes)

Applicant Name (Last, First, MI)

Applicant (Area Code) Telephone Number

Applicant Email Address

Applicant Residence Street Address, City, State, ZIP Code

Height

Weight

Eye Color

Hair Color

Gender

Male  Female

Birth Date (m/d/yyyy)

**DEALER'S STATEMENT** -- I acknowledge I am responsible for the actions of the above-named applicant and certify they meet the United States Internal Revenue Service definition of an employee or contract employee.

Title

Print Name

### APPLICATION TYPE

- In-State
  - If Dealer license expires in *less* than 1 year, fee is \$6
  - If Dealer license expires in *more* than 1 year, fee is \$12
- Out-of-State – fee is \$6
- Original
- Renewal
- Duplicate – fee is \$12 (*check reason below*)
  - Lost  Destroyed  Stolen  Illegible

### APPLICANT'S STATEMENT You must check a box for statement 1-2

Yes  No (1) Were you ever denied a Bid/Buyer/Sales/Rep or Dealer License\* in this or any other state? If Yes, please explain:

Yes  No (2) Have you ever been convicted of a crime? If Yes, attach explanation.

\* A Buyer's License is required to submit bids and purchase motor vehicles held and offered for sale by a motor vehicle wholesale auctions. Employees of motor vehicle dealers are eligible for Buyer's Licenses.

I understand pursuant to s.218.0114 Wisconsin Statute that this license alone does not allow me to sell vehicles to retail customers in the state of Wisconsin.

I affirm under penalty of s. 946.32 or 345.17 Wisconsin Statutes, that the answers and statements on this application are true and correct. I understand that a misstatement on the application would result in the denial, suspension or revocation of my BUYERS license under Ch. 218 Wisconsin Statutes.

Print Name

X

(Owner or Authorized Agent Signature)

(Date – m/d/yyyy)

X

(Employee/Applicant Signature)

(Date – m/d/yyyy)

**In-State Buyer's License is valid until employing dealer's license expires. Out-of-State Buyer's License is valid until employing dealer's license expires, for a maximum of 12 months. The buyer's license expiration date will appear on your card.**

**All licenses are mailed to the dealer license credential address only**

### APPLICATION INSTRUCTIONS

1. To avoid delays in processing, please complete the entire application.
2. A separate Buyer's License Application is required for each dealership for which you will be purchasing vehicles.
3. Complete the application in its entirety.
4. Submit a photocopy of the applicant's driver's license or other official government issued photo identification card.
5. Provide social security number. The buyer's license cannot be issued without it. Ch. 218.0114(21e)(a) and Ch. 218.0114(21e)(c)
6. Enter the motor vehicle dealer license number issued to the business. If the dealer is an out-of-state business, include with the application a PHOTOCOPY of the credential which is issued to the business by the regulating authority in that jurisdiction verifying the authority of the entity to do business.
7. Answer all Yes/No questions, explain all Yes answers.
8. Indicate the type of application: In-State or Out-of-State, original, renewal, or duplicate. Include the appropriate fee with the application. If a DUPLICATE application, indicate the reason. Include original Buyer's License with this application if not lost, stolen or destroyed. If a lost or stolen card is recovered after a duplicate is issued, return the recovered license.
9. Sign the application where applicant's signature is indicated.
10. Have Dealer's statement signed by an owner or authorized agent of the dealership.
11. Make check payable to: **Registration Fee Trust**
12. Submit completed application with check to:  
Wisconsin Department of Transportation  
Dealer and Agent Section  
P.O. Box 7909, Madison, WI 53707-7909

**NOTE:** If the dealer license is not in English, you must include an English translation. The license must allow buying and selling, not just importing and exporting, to qualify.

**Upon termination of employment, the Buyer's License shall be surrendered to the dealer or firm named on the license. This dealer or firm shall return the license to the department for cancellation at the address listed above.**

**Submit a Valid Copy of your Photo ID and Dealer License.** If you have questions, please call (608) 266-1425.



**Central Wisconsin  
Auto Auction**

**Central Wisconsin Auto Auction  
Sale every Monday at 3:00 pm!**

9107 Schofield Avenue  
Schofield, WI 54476

Phone: 715/359-8495 Fax: 715/359-7895

## **AUCTION RULES**

### **Title Attached Sales (TA)**

Title must be supplied to Auction within **21 days** or buyer has option to return vehicle. Cars not announced TA may only be rejected on sale day. Buyer is cautioned not to sell or spend any money on vehicles until title is received. This auction will not reimburse any expenses to buyer or seller on returned vehicles.

### **AUCTION GUARANTEE**

- Odometer (under 100K miles, under 10 yrs. or newer)
- Motor (except valves, lifters)
- Transmission
- Frame damage and Rusted frames (excluding core support and K members) Units selling for \$6,000 before the buy fee or more – 7 days to arbitrate
- Cracked blocks
- Pollution equipment must be present and arbitrated on sale day
- 4X4 in-operating, transfer case only, not switches or OBC
- **All mechanical arbitration must be initiated on sale day**
- **On-line buyers have until Tuesday at 4:00 pm, the day after the sale, to arbitrate**

### **NOT GUARANTEED BY AUCTION**

- As-Is Sales
  - Vehicles over 100,000 miles and/or 10 yrs and older
- And/Or
  - Vehicles announced, “miles unknown”
  - Vehicles selling with “branded or rebuilt titles”;
- Boats, trailers, cycles, campers, snowmobiles, motor homes, kit cars
- Brakes, ABS system and front suspension
- Condition of air bags and air bag lights
- Back lash, u-joints
- Alternators
- Clutches/Racks/CV Joints/ Air Conditioning
- All Repo Sales/Voluntary Surrenders unless authorized by Central Wisconsin Auto Auction
- Any information from Carfax (only Autocheck)
- Rusted frames/strut towers/ K members (10 years old & older)
- Rear ends

### **MUST BE ANNOUNCED**

- Mileage
    - Not Actual
    - Exempt
    - Unknown
  - Paint work on current models
  - Replaced, broken, and/or altered Odometer
  - Livery Vehicles
  - Taxi and police vehicles
  - Flood vehicles
  - Branded or rebuilt titles 180-day limit
  - Removed catalytic converters
  - Removed air bags
- \*\* UNITS SOLD WITH THESE ANNOUNCEMENTS ARE SOLD AS-IS, NO AUCTION GUARANTEE!**

## **MANAGEMENT'S DECISION IN ALL ARBITRATION MATTERS SHALL BE FINAL!**

**\* ALL VEHICLES MUST BE PAID FOR THE DAY OF SALE**

**\* ANY VEHICLE NOT PAID FOR ON SALE NIGHT MAY BE CHARGED A LATE FEE.**

**\* A TITLE ATTACHED FEE OF \$20 WILL BE CHARGED ON UNITS THAT DO NOT HAVE A TITLE IN OUR OFFICE ON SALE DAY.**

**Effective 1/1/2023**