



New Jersey Office of the Attorney General

Division of Consumer Affairs
Office of Consumer Protection
Regulated Business Section

124 Halsey Street, 7th Floor, P.O. Box 45028, Newark, NJ 07101



Public Movers and Warehousemen's License Change or Termination of Business Organization/Name/Ownership Form

Name of Business: _____

License Number: _____

Check the box that applies and return with the required paperwork.

Change or termination of business organization:

- If you are changing the form of your business organization (e.g., going from a sole proprietor to a corporation/LLC; going from a corporation to an LLC; or going from an LLC to a corporation) complete a new application and submit it with the \$400 application fee plus \$35 for each dependent license and all supporting documentation. Once you have been approved, you will be issued a new license number. If you are closing your current business, you must notify the Division, in writing, within 30 days of your last day of business. If you are closing your business and you are a warehousemen, you must all submit in written proof to the Division, within 30 days of your last day of business, that all storage accounts were properly disposed of. An owner of a warehousemen is personally responsible for this requirement. The letter must be signed by an owner, principal, officer or director of the company. If applicable, submit a copy of your dissolution papers.

Change of Name/Ownership or Termination of your Business Structure:

If you are changing the name or ownership of your business or terminating your business:

- If you formed a new sole proprietorship, partnership, corporation or LLC, fill out and send to us a new application, the \$400 application fee plus \$35 for each dependent license and all supporting documentation. Once you have been approved, you will be issued a new license number. If you are closing your current business, you must notify the Division, in writing, within 30 days of your last day of business. If you are closing your business and you are a warehousemen, you must all submit in written proof to the Division, within 30 days of your last day of business, that all storage accounts were properly disposed of. An owner of a warehousemen is personally responsible for this requirement. The letter must be signed by an owner, principal, officer or director of the company. If applicable, submit a copy of your dissolution papers.
- If you are adding a new owner/member/partner who owns at least a 10% or more interest in the business, complete and submit a new application form. If you are a corporation or LLC, submit a filed copy of your "Certificate of Amendment." No fee is required.
- If you filed an Amendment to your existing corporate papers--whether to change the name of the business or to add a new member--submit a "filed" copy of the Amendment, and complete pages 1, 3, 4, and 6 of the application. If you changed the name of the business, submit updated business forms and the booklet, Worker's Compensation/Certificate, Form H, and Warehouse Legal Liability coverage, if applicable, reflecting the name change. If you changed the name of the business, we will change the name and send you a new license. Your license number will remain the same. No fee is required.
- If an owner/partner/member is leaving the business, complete page 3 and 6 of the application. If you are an LLC or a corporation, submit a filed copy of your "Certificate of Amendment." No fee is required.

Change of Alternate Name

- If you are adding or changing an alternate name, complete and submit page 1, 3, and the certification page of the application along with supporting documentation. In addition, you must submit updated business forms and the booklet, Worker's Compensation/Certificate, Form E, Form H, and Warehouse Legal Liability coverage, if applicable, reflecting the alternate name change. No fee is required.
- If you are removing an alternate name, you must notify us in writing.