

AUCTION ACCESS CHECKLIST

California Dealer Academy

Before Your First Bid: Essential Documents & Requirements

DEALER LICENSE & BONDING

- ☐ Valid California Dealer License (active status)
- ☐ Dealer License number
- ☐ Proof of active dealer status (DMV printout or letter)
- ☐ Active Surety Bond (\$50,000 minimum, required by California law)
- ☐ Bond certificate copy

PERMITS & PERMITS

- ☐ Dealer's Seller's Permit (from CDTFA)
- ☐ EIN/Tax ID number
- ☐ Business DBA filing (if applicable)

INSURANCE & LIABILITY

- ☐ Current garage liability insurance (\$1M/\$2M typical minimum)
- ☐ Insurance certificate of insurance
- ☐ Proof of coverage

BUSINESS DOCUMENTATION

- ☐ Current business address (on file with DMV)
- ☐ Mailing address
- ☐ Business phone number
- ☐ Email address

AUCTION PLATFORM REGISTRATION

- ☐ Completed platform application
- ☐ Dealer license copy (upload)
- ☐ Bond certificate (upload)
- ☐ Insurance proof (upload)
- ☐ Proof of seller's permit (upload)
- ☐ Valid government ID (for identity verification)
- ☐ Bank account information (for payments/deposits)

OPTIONAL BUT RECOMMENDED

- ☐ Pre-licensing certificate (for new dealers)
- ☐ DMV dealer file documentation
- ☐ Business formation documents (LLC/Corporation articles)
- ☐ Floorplan provider information (if using financing)

TIMELINE

Application: 15-30 minutes

Verification: 24-48 hours

Account activation: 2-5 business days

First bid ready: 3-7 business days

NOTE: Different platforms may have slightly different requirements. Check with each auction before applying.

DISCLAIMER: This is an online guide and educational reference only. It does not constitute legal or professional advice. Always verify current requirements directly with the California DMV and each auction platform.

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www.californiadealeracademy.com