

FEES

The fees for an auto shop license are as follows:

- \$100 for the auto shop license.
- You need to pay the fee when you turn in your application.
- You need to renew your license each year.
- The fee to renew your license is \$100.
- Payments may be submitted by mail or in person in the form of a check, money order, debit card Visa or Mastercard.

VIOLATION OF ORDINANCE

No automotive establishment, shall operate without first obtaining an Auto Shop License from the Commissioner of Inspectional Services.

Violators can face fines of up to \$1000 per day and/or have to close the business for repeated violations.

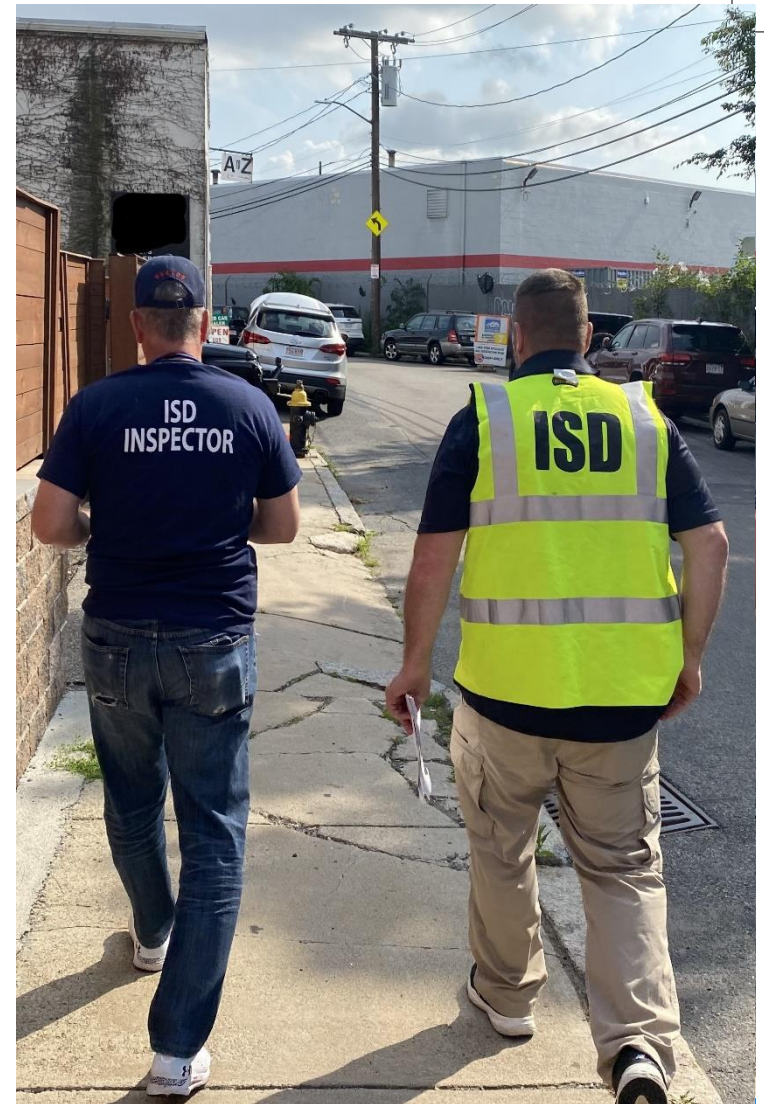
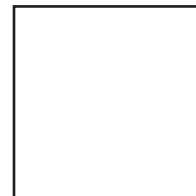
STILL HAVE QUESTIONS?

Please call us at **617-961-3422**

Fax 617-635-5388

or visit boston.gov/autoshops

BOSTON INSPECTIONAL SERVICES
Environmental Services Division, 4th FL.
1010 Massachusetts Avenue
Boston, MA 02118



AUTO SHOP LICENSE

We inspect and license auto shops to make sure they meet City codes. Our goal is to reduce their impact on neighborhoods and the environment. You need a license if you store, repair, or sell cars at your business.

CITY of **BOSTON**



Inspectional Services

AUTO SHOP LICENSE

All businesses that store, repair or sell cars and/or its accessories must secure an auto shop license from the Boston Inspectional Services Department.

GET YOUR INFO TOGETHER

The following documents must be acquired before you can get your license:

- Occupancy Permit, *indicating the allowed use*
- BFD Flammable Storage Permit, *required to store flammable or combustible materials inside a building*
- BFD Annual Permit, *permit for torches, spray paint/booths*
- Site Cleanliness License, *businesses using dumpsters*
- Business Certificate
- Workers Compensation Insurance

- Class Two License, *for sale of used cars*
- Use of Premises Permit, *to store or sell cars in open space*



Scan me

AUTO SHOP APPLICATION

BUSINESS NAME: _____ PHONE: _____

ADDRESS: _____ STATE: _____ ZIP CODE: _____

OWNERS NAME: _____ PHONE: _____

ADDRESS: _____ STATE: _____ ZIP CODE: _____

SHOP TYPE:

- | | | |
|---|--------------------------------------|--|
| <input type="checkbox"/> AUTO BODY | <input type="checkbox"/> AUTO SALES | <input type="checkbox"/> GAS STATION |
| <input type="checkbox"/> TOWING | <input type="checkbox"/> AUTO REPAIR | <input type="checkbox"/> AUTO PART / ACCESSORIES |
| <input type="checkbox"/> PARKING FACILITY | <input type="checkbox"/> OTHER _____ | <input type="checkbox"/> CAR WASH |

HAZMAT-WASTE REMOVAL COMPANY

BUSINESS NAME: _____ PHONE: _____

ADDRESS: _____ STATE: _____ ZIP CODE: _____

APPLICANTS SIGNATURE

DATE

SITE PLAN OFFICIAL USE ONLY

APPROVED _____ DENIED _____

COMMISSIONER/DESIGNEE SIGNATURE