



DOOR TO DOOR SOLICITATION PERMIT APPLICATION

For Staff Use Only	FEE: _____
Date Application Submitted: _____	Principal Permit: \$100.00
Date Accepted as Complete: _____	Individual Solicitor: \$20.00 (ea)
	Background Check: \$75.00 (ea)

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be considered complete for review until all information is furnished.

APPLICATION:

Principal Applicant (person making request)

Name: _____ Company Name: _____

Address: _____

Email Address: _____

Cell Phone No. _____ Business Phone No. _____

Description of products or services involved: _____

Proposed method of operation in the city: _____

List hours of operation for solicitation: _____

Arkansas Sales and Use Tax ID Number: _____

List of all persons who will peddle or solicit in the city on behalf of the principal applicant:

_____	_____
_____	_____
_____	_____

Each individual solicitor must complete the attached permit application and obtain a separate permit

In order to conduct business within the city limits.

Applicant: I certify under penalty of perjury that the foregoing statements and answers herein made, all data information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.

Name (printed): _____ Date: _____

Signature: _____

Staff Use Only

Administrative approval:

Approval of this application shall confirm that the information submitted complies with Chapter 7.44 of the City of Clarksville Municipal Codes. The application for Door to Door Solicitation Permit is hereby approved based on the information provided, so long as all ordinance requirements are met.

_____ Date: _____

City Clerk

Conditions:

Checklist:

Attach the following items to this application:

- Payment in full of applicable fees for processing the application.
- Individual solicitor permits for each solicitor that will conduct business within the City of Clarksville, Arkansas, color photo id, and signed statements under oath.
- Vehicle description – Make, Model, Color, License Number (for all vehicles to be used under this permit)

Ordinance Criteria:

Please be aware of the following requirements. Non-compliance with these requirements may result in immediate revocation of the Door to Door Solicitation Permit. Refer to Chapter 7.44 of the Municipal Codes for complete information.

- All door to door solicitors at private residences operating within the City of Clarksville that do not qualify for an Exemption must obtain both a Principal Door to Door Solicitation Permit and Individual Door to Door Solicitation Permits for each individual conducting business within the city limits.
- Where a “no soliciting/no peddling” sticker or decal is posted upon a private residence, any solicitor or peddler has notice that soliciting or peddling at this address is prohibited by city ordinance.
- All door to door solicitation permits expire on December 31 of each year.
- If a principal permit holder maintains a physical address within the city limits, the principal must also comply with the city’s business registration requirement.
- A statewide criminal background check and nationwide crime index/background check must be provided for each solicitor/peddler that wishes to operate within the city limits at a private residence.
- It is unlawful to solicit or peddle within the city without having a copy of the ordinance and a copy of the permit issued by the City Clerk on their person, as well as photo identification available.
- It is unlawful to conduct the activities of a peddler or solicitor and knock on the door, ring a doorbell, or otherwise attempt to gain admittance at a private residence from sunset to 10:00 a.m.
- Peddlers/solicitors are required to leave a private residence immediately when requested to do so by a resident, and must otherwise not conduct business in a manner which a reasonable person would find obscene, threatening, intimidating or abusive.
- It is unlawful to make false or misleading statements about the product or service being sold, including untrue statements of endorsement, or claim to have the endorsement of the city based on the city having issued a permit to that person.
- A peddler/solicitor must disclose his or her name and the name of the principal whom he represents at the outset of the initial conversation.

2. Yes [] No [] Have you ever received deferred adjudication or similar disposition for any federal, state or municipal offense?
If yes, please provide details below.

State: _____ County: _____ Date of Offense: ___ / ___ / ___

Details of Offense:

3. Yes [] No [] Have you ever received probation or community supervision for any federal, state or municipal offense?
If yes, please provide details below.

State: _____ County: _____ Date of Offense: ___ / ___ / ___

Details of Supervision:

4. Yes [] No [] Have you ever been convicted of any criminal offense in a country outside the jurisdiction of the United States?
If yes, please provide details below:

Country: _____ City: _____ Date of Offense: ___ / ___ / ___

Details of Conviction:

5. Yes [] No [] As of the date of this consent form, do you have any pending charges against you?

If yes, please provide details below.

State: _____ County: _____ Date of Arrest: ___ / ___ / ___

Details of Pending Charges:

THIS SECTION IS TO BE USED TO LIST ALL COUNTIES AND STATES OF RESIDENCE SINCE HIGH SCHOOL GRADUATION OR AGE 18.

CITY/TOWN	COUNTY	STATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

I HEREBY CERTIFY THAT ALL INFORMATION PROVIDED IN THIS CONSENT FORM IS TRUE, CORRECT, AND COMPLETE. IF ANY INFORMATION PROVES TO BE INCORRECT OR INCOMPLETE I UNDERSTAND THAT GROUNDS FOR CANCELING OF ANY AND ALL PERMITS AND MAY BE USED AT THE DISCRETION OF THE COMPANY.

Signed this _____ day _____ of , 20 _____

Applicant (print name) _____

Applicant's Signature _____



INDIVIDUAL DOOR TO DOOR SOLICITOR PERMIT

Individual Solicitor Name: _____

Email: _____

Address: _____

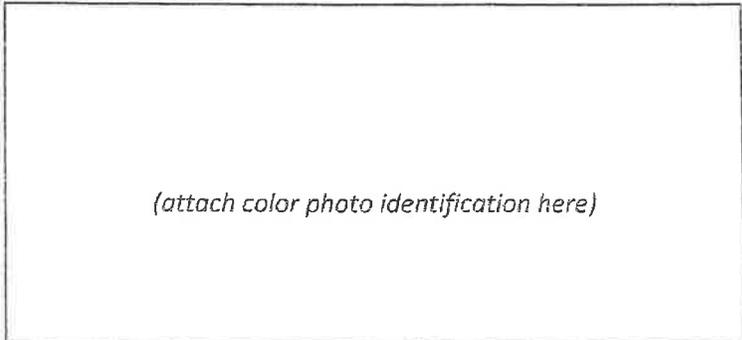
Cell Phone No. _____ Business Phone No. _____

Principal Applicant/Company Name: _____

Contact Name and Number: _____

Vehicle description – make, model, color, and license: _____

Driver's License Number _____



I _____, (print name of individual solicitor), sign under oath that I have not been convicted of a felony or any misdemeanor involving theft, sexual offenses or violence and have not been incarcerated in prison at any time in the last five years. I have provided proof of said statement by way of a criminal background check to the City of Clarksville in order to obtain a Door to Door Solicitation Permit, which I am required to produce upon request.

Signature of individual solicitor

Date

Approved by: _____
This permit expires on December 31, 20_____
Principal Applicant Permit # _____