



**SOLICITOR OR PEDDLER  
PERMIT APPLICATION**

525 High Street - Paris, KY 40361  
Phone (859) 987-2110; Fax (859) 987-3653  
**Background Investigation Fee: \$ 25.00**

**Application must be received 10 business days prior to start date. Occupational Business License is also required \$ 75.00.**

Applying for a solicitor and or peddler permit does *not* guarantee that your event will be approved. Registration requires a completed application and payment of non-refundable permit application fees. Application may be denied if a substantial threat to the public health, safety, or general welfare of the community. Such denials may occur because of falsified information, previous conviction of a crime, prior violations of the City Code of Ordinances, or evidence of breaches of solicited contracts or sales of faulty products.

Every business or individual applying for an occupational license for the purpose of conducting the activity of peddlers, canvassers, and or solicitors is required to complete this application and return it with the total amount due to the occupational license department.

The Chief of Police shall conduct an investigation of information furnished herein and report his findings to the City Manager within five (5) business days of receipt of the application. The City Manager or Designee will notify the applicant that the application has been approved or disapproved.

*“Solicit And Solicitation.”* Engaging in or requesting, directly or indirectly, that an addressed person or limited audience or the public generally to make a contribution or contributions.

*“Peddler”* shall mean and include any person, company, corporation, partnership, or other entity who goes from house to house or from place to place, or in a stationary place selling or taking orders for, or offering to sell or take orders, whether or not the goods or services are actually delivered at the time of the sale.

**BUSINESS INFORMATION**

Organization Type:    Individual     Partnership     Corporation     LLC     Other     Non-Profit

Organization Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Start and End Date: \_\_\_\_\_ Federal ID (EIN): \_\_\_\_\_

KY State ID Number: \_\_\_\_\_ Social Security #: *(If Individual)*: \_\_\_\_\_

Letter of business authorization on behalf of which peddler or solicitor is conducting sales or soliciting contributions authorizing him/her to represent the business or product.

Stationary engaging in solicitation or peddling on any private property letter of written permission from property owner authorizing the solicitation and or peddling at the specific address must be provided with this application. The authorization letter must be displayed authorizing sale and or solicitation at the location.

It is unlawful for any person to engage in peddling or solicitation upon any private premises or residence or business located thereon if such premises or residence is posted against solicitation or peddling by means of a notice, prominently displayed.

**INDIVIDUAL INFORMATION**

Name \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Color Eyes \_\_\_\_\_ Color Hair \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Home Address \_\_\_\_\_

Local Address \_\_\_\_\_

Nature of Business \_\_\_\_\_

If an employee, please furnish/attach credentials from employer establishing exact relationship.

Length of time desired to do business \_\_\_\_\_.

Nature of Goods or Services to be offered \_\_\_\_\_.

Provide a recent clear photo approximately two (2) inches square showing head and shoulders of applicant.

How will the Solicitor advertise the product (pamphlets, flyers, etc)? \_\_\_\_\_.

Copy of all printed advertising that will be utilized in the solicitation.

**REFERENCES, BACKGROUND INFORMATION**

Names and addresses of at least two (2) reputable local property owners who will certify as to the applicant's good moral reputation and business responsibility, or in lieu of this, such other available evidence as will enable an investigation to properly evaluate same.

Name \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Have you ever been convicted of any crime or misdemeanor, or for violation of any municipal ordinance? If so, state the nature of the offense and the punishment or penalty assessed:

List last three (3) cities or towns, if that many, where you carried on business immediately preceding the date of this application.

If transient merchant, list addresses from which such business was conducted in those municipalities.

Investigation fee of \$25.00 to be paid at time of filing the application. (Please note that this fee is separate from, and in addition to any fees imposed by the City's Occupational License Ordinance).

Other information

## **RULES AND REGULATIONS**

The application shall be made at least (10) business days before the license is required in order to process the application and accompanying documents.

### **Reasons for Denial**

1. Applications not complete will be returned to the applicant.
2. Applications found to contain false information
3. If you have been convicted, within the past 10 years of a felony or of trespassing or any offense against the person or property of another under the laws of the Commonwealth of Kentucky or any other State or Federal law of the United States,
4. The department will notify the applicant of the decision to issue or deny the permit and, if denied, the reason for denial.

### **Revocation of Peddler's Permit**

Permits issued under the provisions of this chapter may be revoked by the Board of Commissioners after notice and hearing, for any of the following causes:

1. Fraud, misrepresentation or incorrect statements contained in the application for permit or made in the course of carrying on the business of solicitor, canvasser, peddler, transient merchant, itinerant merchant, or itinerant vendor;
2. Conviction of any crime as defined in KRS 500.080; or
3. Conducting the business of peddler, canvasser, solicitor, transient merchant, itinerant merchant, or itinerant vendor, as the case may be, in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a nuisance to the health, safety, or general welfare of the public.

### **Notice of Revocation Hearing**

Notice of the hearing for revocation of a peddler's permit shall be given by the City Manager, in writing, setting forth specifically the grounds of the complaint and the time and place of hearing. The notice shall be mailed to the permittee at his last known address at least five (5) days prior to the date set for hearing, or it shall be delivered by a police officer in the same manner as a summons, at least three (3) days prior to the date set for hearing. When reasonably necessary, in the public interest, the Mayor may suspend the permit pending the revocation hearing.

### **Peddling Hours/Posted Property**

1. Door to Door peddling may be conducted between the hours of 9:00 a.m. to ½ hour before sundown or 6:00 p.m. whichever comes first.
2. No business shall be conducted on Sunday or on any local, State or National Holiday.
3. It shall be unlawful for any peddler to enter upon any private premises when the same are posted with a sign stating, "No Peddlers Allowed" or "No Solicitations Allowed" or other words to such effect.

### **Identification**

A copy of the peddler permit issued by the city must be carried by each person peddling. Businesses may not obtain a permit to cover multiple people. Each individual must have their own approved permit. Each peddler must also have a name tag visible at all times which includes their name and the name of the business for which they are peddling and contact information. A copy of an approved permit may be carried at all times and produced to any party requesting to see the permit.

**Penalty**

Any person who violates the provisions of City Ordinance § [63.007](#) shall upon conviction be guilty of a violation and shall be subject for each offense to a fine of not more than two hundred and fifty dollars (\$250.00). Each day of any violation of this section shall constitute a separate offense.

**APPLICATION AGREEMENT- Applicant agrees to comply with all material respects, applicable laws, rules, regulations, and provisions as stated within the application.**

1. **Investigation Fee:** Investigation fee of \$25.00 to be paid at time of filing the application for each individual. This fee is nonrefundable. (Please note that this fee is separate from, and in addition to any fees imposed by the City’s Occupational License Ordinance).
2. **Business License:** The occupational license fee of \$ 75.00 will be made at the time of application and is nonrefundable.
3. **Payroll Withholding:** A license fee at the rate of 1.5 % of gross wage shall be withheld and remitted for salaries, wages, commissions, and other compensations for work or services rendered in any activity.
4. **Net Profit:** Income from the operation of a business or enterprise after providing for all costs and expenses incurred in the conduct of services rendered shall be remitted as a Net Profit Fee. The Net Profit Fee is 1.5% of profits.
5. **Bond:** Upon approval of the application the permittee shall file with the City Manager a Surety Bond payable to the City of Paris of \$1,000,000 for each individual. Example: If your sale begins July 1 and ends July 15, the bond duration must be from July 1 (when the sale begins) until July 15 of the following year after the sale ends.
6. **Photo:** Provide a recent clear photo approximately two (2) inches square showing head and shoulders of applicant.
7. **Business:** Business entity and or Individual must be in good standing with the City of Paris with paperwork, payment of taxes, fees, licenses, and permits.

**I certify that all the information on this application is true and correct. I hereby authorize The City of Paris to investigate my background and qualifications for purposes of evaluating whether I am qualified for a Solicitor/Peddler Permit for which I am applying for.**

Print Applicant Name:

Applicant Authorizing Signature:

\_\_\_\_\_

\_\_\_\_\_

(First)

(Last)

(Date)

State of \_\_\_\_\_

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, (year), by \_\_\_\_\_ (name of person acknowledged.)

(SEAL)

\_\_\_\_\_  
Signature of Notary  
My Commission Expires: \_\_\_\_\_  
Notary ID: \_\_\_\_\_

*The City Manager hereby conditionally approves a Solicitor and or Peddler Permit for the above applicant. The license may be revoked at any time if applicant fails to maintain requirements set forth.*

Account Number: \_\_\_\_\_ City Manager Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Return application, supporting documentation, permit fee and business license fee and application to: *(cash or check only)*  
The City of Paris  
525 High Street  
Paris, KY 40361  
Attn: City Clerk