



## APPLICATION FOR SOLICITING, CANVASSING, AND PEDDLING PERMIT

Name of Applicant: \_\_\_\_\_

Permanent home address: \_\_\_\_\_

Local address of applicant or business: \_\_\_\_\_

Briefly describe the nature of the business and goods to be sold: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If employed as an agent, give name and address of employer: \_\_\_\_\_

\_\_\_\_\_

Telephone contact for employer: \_\_\_\_\_

Telephone contact for applicant: \_\_\_\_\_ (Office) \_\_\_\_\_ (Mobile)

Length of time for which permit is desired (90 day maximum) \_\_\_\_\_

Place where goods will be sold/solicited and proposed method of delivery: \_\_\_\_\_

\_\_\_\_\_

1) Does the applicant or applicant's employer operate as a non-profit? If yes, please attach a copy of paperwork showing non-profit status.

Is applicant/employer a non-profit organization?  Yes  No If answer is yes, please skip to question 7.

2) Applicant must attach two (2) photographs of the applicant, taken within the preceding 60 days, which picture shall be two (2) inches by two (2) inches, showing the head and shoulders of the applicant in a clear and distinguished manner.

3) Photos attached?  Yes  No

4) Fingerprints of each applicant or agent is required. This service is provided by the Guilford County Sheriff's Office. Additional information may be found [here](#). Attach copies of the fingerprints to this application.

Fingerprints attached?  Yes  No

5) A background check must be completed by the Town of Jamestown. The fee for the background check is current cost to the town plus \$10 (currently a total of \$60) and may be paid to the Town of Jamestown at the time of application. Allow up to 5 business days for completion. Background checks indicating prior convictions may be grounds for denial of permit.

Per the Jamestown General Ordinances related to solicitation, canvassing, and peddling: The permits issued under the provisions of this article may be revoked by the Town of Jamestown and after notice and hearing for any of the following causes:

- (1) fraud, misrepresentation, or false statement contained in the application for permit;
- (2) fraud, misrepresentation, or false statement made in the course of carrying on his business;
- (3) any violation of this article;
- (4) conducting the business in an unlawful or abusive manner or in such a manner as to constitute a breach of the peace or menace to the health and enjoyment of the privacy of the home of any individual; or
- (5) conviction during the permit year of any crime or misdemeanor involving moral turpitude.

Background check completed?  Yes  No

6) Proof of insurance and/or bonding from a company licensed to issue such policies in the State of North Carolina must be faxed directly to the Town of Jamestown from the insurance/bonding company. Fax copies to 336-886-3504. BE SURE TO HAVE THEM PUT "ATTENTION: SOLICITATION PERMIT" on the cover sheet.

Has proof of insurance/bonding been provided?  Yes  No

7) Non-profit organizations or other organization as defined in Section 12 of the Ordinance Regulating Solicitors may be **exempted** from the requirements of this permit. However, the following information must be provided so that the Town may make a determination as to status:

Name of the organization applying: \_\_\_\_\_

Name of the principal officers and/or management: \_\_\_\_\_

Telephone contact: \_\_\_\_\_

Address of the organization's headquarters: \_\_\_\_\_

Names of the organization or beneficiaries of receipts derived from solicitation: \_\_\_\_\_  
\_\_\_\_\_

Names of persons who will be in direct charge of conducting solicitation: \_\_\_\_\_

Telephone contact number for those individuals: \_\_\_\_\_

Outline of methods used in conducting the solicitation: \_\_\_\_\_  
\_\_\_\_\_

Time and place when solicitations shall occur: \_\_\_\_\_

Statement of the character and extent of the charitable, religious, educational or philanthropic work being done by applicant organization within the Town: \_\_\_\_\_  
\_\_\_\_\_

Exhibition shows/sales, arts and crafts sales, flea markets, or rummage sales may be subject to additional fees and regulations. Check with the Town of Jamestown prior to your event.

**OFFICE USE ONLY**

Permit Approved:  Yes  No

Type of permit:  Non-Profit Exemption - **no fee**  Full Permit (Solicitors, Peddlers, Canvasser) - fees apply

Fee:  \$75 permit fee  \$60 background check Fee  \$50 for each additional canvasser, peddler, agent, etc.

\*\*\*A complete application, background check, and fingerprints are required for each additional employee, canvasser, peddler, agent, etc.

*Example: A company with 3 employees wishes to conduct door-to-door sales. The fee would be \$75 for the application, \$60 background check x 3 employees, and \$50 for each additional employee over the first (x 2 in this case) for a total of: \$355*

\*\*\***FEES ARE NOT REFUNDABLE. IF THE PERMIT IS DENIED, NO REFUNDS OF FEES WILL BE MADE.**

Renewal?:  Yes  No One renewal is permitted each fiscal year for a maximum of 90 days. **Fees apply as if permit was an initial request.**

Fee tabulation:	Permit fee:	\$75	=	<u>\$75</u>
	Background check:	\$60 x number of agents	=	_____
	Additional agent fee:	\$50 x number of agents	=	_____
	Total Due:			_____

