



THINGS EVERYONE SHOULD KNOW ABOUT SOLICITOR/HANDBILL PERMITS

-- Provided to assist you in understanding the permitting process --

1. Solicitation involves any home solicitation transaction; any request for the donation of money, property, or anything of value, the selling or offering for sale of any property, real or personal, tangible or intangible, whether of value or not, including but not limited to goods, books, pamphlets, tickets, publications, or subscriptions to publications.
2. Permits are required for all solicitation and handbill distribution, including solicitation on residential property.
3. Charitable solicitation requires a permit and back ground check. For verified charitable organizations, the only fee imposed is for the background check. Children are not required to obtain a permit, only the adult supervising them.
4. The business or organization is required to obtain a permit and each solicitor or handbill distributor is required to obtain an individual permit. The business/organization permit is \$50.00 per six months and the individual permit is \$10.00 per six months.
5. Fees are non refundable. It may take up to 10 business days to process the application and issue the permit.
6. Permits are not renewable. Each subsequent solicitation period requires a new application.
7. Each solicitor must show, upon request, a valid US Government issued photo ID and the current Solicitor's Permit issued to them.
8. Handbills cannot be hung on utility poles or placed or deposited upon any automobile or other vehicle.
9. It is unlawful to solicit or distribute handbills from any sidewalk, upon a roadway or at any intersection.
10. It is unlawful to solicit or distribute handbills at any premises if there is placed in a conspicuous place near the main entrance a sign bearing the words "no peddlers", "no trespassing", "no advertisements", "no solicitation" "no handbills" or any other language indicating the resident does not desire to be molested or disturbed.

Recent changes to procedures or to the Municipal Ordinance may not be

Reflected in these documents

INFORMATION ON OTHER TYPES OF PERMITS:

Block Parties	972-466-3225	Building Permits	972-466-3225
Special Events	972-466-3225	Parade Permits	972-466-3225

POLICE