

## ITINERANT VENDOR PERMIT APPLICATION

**§10-204 ITINERANT SALES; DEFINITION.** A transient merchant, itinerant merchant, or itinerant vendor is defined as any person, firm, or corporation, whether as owner, agent, consignee, or employee, and whether a resident of the Municipality or not, who engages temporarily within the Municipality in the business of selling and delivering goods, wares, or merchandise, or taking orders for goods or merchandise to or at homes, apartments, or other residential premises in the Municipality.

**ITINERANT SALES EXCEPTION:** Individuals calling on retail merchants in the corporate limits of the City for the purpose of taking orders or selling of merchandise for resale by such merchants are not subject to the requirements of the Itinerant Sales Codes.

**APPLICANT:**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Permanent Residence Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Applicant's Age \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Hair Color \_\_\_\_\_ Eye Color \_\_\_\_\_

**BUSINESS:**

Business Name \_\_\_\_\_

DBA (if applicable) \_\_\_\_\_

Business Telephone Number \_\_\_\_\_

Supervisor Name \_\_\_\_\_ Supv. Phone No. \_\_\_\_\_

State Sales Tax Permit Number \_\_\_\_\_

Full and complete description of the goods, wares, merchandise or service which applicant desires to sell \_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**PERMIT:** Itinerant Vendors are required to carry the issued permit on their person while engaged in such activity and are further required to display such permit upon request.

**HOURS OF OPERATION:** 8:00 A.M. to 8:00 P.M. unless vendor has a previous appointment with the resident, or residents, of the premise solicited.

**TRESPASS BY PERMIT HOLDER:** An itinerant merchant who has obtained a permit and who offers or attempts to sell goods or services to a homeowner or resident of an apartment through direct physical contact, including door to door solicitation, shall not approach or solicit a home or other residence during any times where a placard is displayed indicating that the homeowner or residential occupant does not wish to be solicited.

**FEES:**

7-Day Itinerant Vendor Permit: Seven (7) continuous days from and after date of permit issuance - \$25.00

Seasonal Itinerant Vendor Permit: One hundred twenty (120) continuous days from and after date of permit issuance - \$325.00

**ATTACHMENTS:**

- Copy of current photo identification – driver’s license, passport, or State-issued identification card.
- A dated certificate or letter from the president, a vice president, general manager, sales manager, assistant sales manager, or district or area manager of the company for which the applicant works, sells, or solicits, stating that the applicant is currently an employee or agent of such company.
- Copy of Compliance Permit or Licenses from State or County Health Department (for food sales).
- Application Fee