



PEDDLERS and SOLICITORS LICENSE APPLICATION

Staff Use Only
Submittal date: _____
Permit #: _____

THIS APPLICATION IS NOT AN APPROVED PERMIT

City of Belleville
101 South Illinois Street
Belleville, IL 62220
(618) 233-6810

APPLICATION FEE: \$200.00
Application fee to be paid upon submittal

REASON FOR APPLICATION:

Peddlers Solicitors
PLEASE REFER TO ORDINANCE #8068-2017 FOR THE SPECIFIC REGULATIONS FOR PEDDLERS and SOLICITORS

There is a \$100.00 application processing fee required which is due at the time application is completed. Applicant hereby authorizes the release to the City of Belleville any records, and any other relevant information for the sole purpose of determining the moral character of applicant.
BACKGROUND AUTHORIZATION FORMS ARE REQUIRED TO ACCOMPANY APPLICATIONS FOR PEDDLERS AND SOLICITORS

BUSINESS & APPLICANT INFORMATION

Name of Business/Employer: _____

Business/Employer Address: _____
Business/Employer Telephone Number: _____
Business/Employer Contact Name: _____
Contact Person Email: _____
Employer Tax ID Number: ____ - _____
Employer website: _____

If Corporation, Name of Corporation Officers: _____
If Partnership, Name of Partners: _____

Applicant Name: _____

Applicant Telephone Number : _____
Applicant Drivers License No. _____
State _____ Date of Birth _____

Applicant Email: _____

Applicant Home Address: _____
Length of Residency at Above Address: _____

If Residency less than 3 years, list previous address: _____

Physical Description of Applicant:
Sex _____ Hair Color _____ Eye Color _____ Height _____ Weight _____

Dates Soliciting in Belleville _____
Items to be solicited/sold _____
Boundaries of Area where Peddling/Soliciting: _____

Name and Address of Institution/Person(s) with Custody of Applicant's Financial Records:

Name of Municipalities/Governmental Units where similar license has been received/applied for within last 12 months:

A copy of the Illinois Sales Tax Certification is required (if applicable) when submitting an application for peddler or solicitors license.
IL Sales Tax Number: _____ - _____ Number of employees: _____ Typical hours of operation: _____

ATTACH COPY OF CERTIFICATE

As APPLICANT for a Peddlers/Solicitors License Application, I certify under penalty of perjury that this form has been completed to the best of my knowledge. I understand that completion of this form does not exempt me from the City Codes in any way and that I must comply with all codes, ordinances, and regulations of the City of Belleville, Illinois.

I, _____, (Printed name of applicant) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate.

Applicant signature

Date:

The following documents must be attached to this application:

- Copy of Illinois Sales Tax Registration, if applicable
- Copy of local health permit, if applicable
- Copy of applicant's driver's license
- Copy of vehicle registration and insurance, if vehicle used in sale of goods
- Copy of Certificate of Liability Insurance, if peddler
- \$1,000 Surety Bond (if solicitor)

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CLERK'S OFFICE:

- Certificate of Liability Copy of Driver's License of Applicant Copy of Vehicle Insurance Copy of IL Sales Tax Registration
- Copy of Local Health Department License Copy of Vehicle Registration \$1,000 Surety Bond
- Verified NO indebtedness to City Background Authorization Form

Date Sent to Police Dept: _____ Date Approved: _____ Date Denied: _____

Letter of Approval/Denial with Appeal Procedures Sent: _____ Appeal Due Date: _____

Appeal Before Council: _____ Council Decision: Approved: _____ Denied: _____

Contact: City Clerk-
Email: sschaefer@belleville.net Phone:
618-233-6810 Ext. 1227