



Itinerant Peddler or Solicitor License Application

(License valid for Thirty (30) days from date of issue)

APPLICATION DATE: _____ DAYTIME PHONE: _____

APPLICANT NAME: _____ DOB: _____

PERMANENT ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

LOCAL ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

COMPANY (if applicable): _____

COMPANY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____ PHONE: _____

For mobile or door-to-door sales:

DESCRIPTION OF VEHICLE TO BE USED: _____

LICENSE PLATE NUMBER: _____ STATE: _____

For sales from a fixed location:

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

Are you immediately going to receive a payment or deposit for the goods or services? YES ___ NO ___

Have you ever been convicted of a crime or misdemeanor involving moral turpitude? YES ___ NO ___

IMPORTANT: All applications must include the following attachments as applicable:

- Copy of current Oklahoma Sales Tax Permit (or documentation of exemption)
- Written permission of property or business owner for fixed-location operations.
- Site plan showing fixed-location operation's location upon the property.

Additional information applicant wants to provide for application review:

(See reverse side for additional information and signature certification)

City of Nowata, Oklahoma
Application for Itinerant Peddler's or Solicitor's License
(Code of Ordinances Section 9-702)

PLEASE READ CAREFULLY

- All persons, firms or corporations providing goods, services or merchandise for sale on a temporary basis within Nowata' city limits must first obtain an itinerant peddler's or solicitor's license from the city clerk or authorized designee.
- An itinerant peddler's or solicitor's license is valid for Thirty days from the issue date.
- Each individual performing peddling or soliciting must obtain a license displaying his or her name. The license must be carried upon the individual at all times while conducting peddling or soliciting activities within Nowata' city limits and must be presented for inspection upon request by any peace officer, code enforcement officer, or other authorized employee of the City of Nowata.
- Applicants must present for copy by the city clerk a valid driver's license or other acceptable form of government-issued identification at the time of application submittal.
- A non-refundable \$25 fee must be paid at the time of application submittal. \$10 for each additional person.
- Applications and applicants will undergo a criminal background check and additional investigation as necessary by the Nowata Police Department and other employees of the city prior to issuance of an itinerant peddler's and solicitor's license. The city clerk or designee will contact the applicant when the license is issued or denied.
- When itinerant peddling or soliciting activities are being conducted at a fixed location upon private property (for example, the parking lot of a supermarket), the itinerant peddler or solicitor applicant must present written permission from the property owner and a site plan showing the itinerant location upon the property. The itinerant activity must be compliant with the city's zoning classification or regulations for the property.
- An itinerant peddler's and solicitor's license is required for each individual conducting door-to-door sales or sales from a moving vehicle. No such activities can take place during the sleeping hours of 8 p.m. to 9 a.m. the following morning unless by specific appointment with or invitation from the prospective customer. No solicitor or canvasser shall operate in any residential section of the City except between the hours of 12:00 noon and 6:00 p.m. on Sunday.
- Public properties – including street rights-of-way, parks and other properties owned or controlled by the city – cannot be used for itinerant peddling or soliciting activities except when such properties and activities are part of a special event or other activity authorized by the city, and the itinerant peddler or solicitor is authorized to be a part of that special event or other activity.
- Submitting fraudulent information on this application, conducting fraudulent business practices or any other violation of city, county, state or federal law or regulation shall be cause to revoke any permit issued.

An applicant who is denied an itinerant peddler's or solicitor's license, or who has his or her license revoked, may appeal such by submitting an appeal in writing to the city clerk within ten (10) days from the date of the denial or revocation. The appeal shall include reasons or evidence why the license should be issued or reinstated. A hearing shall be scheduled before the city manager within five (5) days of receipt of the appeal to hear such. The decision of the city manager shall be final.

I certify that I have truthfully completed this application; and that I have read, understand and agree to the regulations regarding itinerant peddling and soliciting within the city limits of the City of Nowata, Oklahoma.

Applicant's Signature