

# TOWN OF HAMBURG APPLICATION FOR SOLICITOR AND PEDDLER PERMIT

FAILURE TO COMPLETE ANY PORTION OF THIS APPLICATION MAY RESULT IN DENIAL OF PERMIT  
YOU MUST PRESENT A FORM OF IDENTIFICATION THAT INCLUDES A CURRENT PHOTOGRAPH

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Drivers License State and ID#: \_\_\_\_\_

Employer's Name: \_\_\_\_\_ Employer's Phone #: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Manager's Name and Phone #: \_\_\_\_\_

Products to be Sold or Orders Taken: \_\_\_\_\_

Vehicle(s) to be used: Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

Name Registered Owner: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Have you ever been arrested, summoned, charged or indicted anywhere for any offense including DWI  
(except traffic infractions)? YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, describe in detail \_\_\_\_\_

List any other towns that you have obtained a permit, include the year obtained \_\_\_\_\_

Your signature below signifies that you hereby authorize any representative of the Town of Hamburg, NY to obtain any of the following information public or private, including but not limited to your background, your criminal history (including arrest records), driver's license status, etc. You also release the Town of Hamburg and any agents, servants, employees, officials or representatives of the Town of Hamburg from any liability or damages that may result from obtaining said information, including any liability or damage pursuant to any state or federal laws.

Your signature below also signifies that if this permit application is approved, you will abide by ALL State and Federal Laws, including the Town of Hamburg's Local Law, Chapter 191. Copy of this law is available in the Town Clerk's Office or on line @ [www.townofhamburgny.com](http://www.townofhamburgny.com). If approved your permit including your photograph will be posted on the Town of Hamburg's website.

**ALL APPLICANTS MUST HAVE THEIR FINGERPRINTS TAKEN PRIOR TO THIS PERMIT BEING ISSUED. SEE REVERSE SIDE FOR INSTRUCTIONS**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

Location Fingerprints were taken: \_\_\_\_\_ Date taken: \_\_\_\_\_

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**Police Use Only:** Approved \_\_\_\_\_ or Denied \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

If Denied reason: \_\_\_\_\_

**Town Clerk Use Only:** Issued on Date: \_\_\_\_\_ Expires on Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

# **INSTRUCTIONS**

Effective Immediately, ALL Peddler and Solicitor permit applicants are required to have a criminal background check completed prior to issuing these permits. In order for the Department of Criminal Justice Services (DCJS) to provide us with your criminal history, all applicants must be fingerprinted. New York State does NOT allow the Town of Hamburg Police Department to do these fingerprints. All Peddler and Solicitor fingerprints must be completed by the "L-1 Enrollment Process" per the instructions below. Once your fingerprints are completed, your criminal background check will be forwarded electronically to the Town of Hamburg Police Department for review and subsequent approval or denial.

## **THE APPLICATION PROCESS**

Schedule and have your Fingerprints completed, see instructions below

Complete this Solicitor/Peddler Permit Application (reverse side)

Submit completed application to the Town Clerk's Office

Within 10 business days after we receive your criminal background check from DCJS, you will be contacted by phone on your approval or denial of this application

If approved you must report to Town Clerk's Office to pay for permit. Cost \$100. for 60 day permit and you must have your photograph taken. You must bring picture ID

## **THE FINGERPRINT PROCESS**

New York State requires that all peddler and solicitor permit applicant fingerprints MUST be completed by the following process. To find a fingerprint location near you and to schedule an appointment call toll free (877) 472-6915 or register on-line at [www.LienrolimentJ:oin](http://www.LienrolimentJ:oin).

To schedule an appointment you will need the following information:

- (1) Reason for fingerprints: Solicitor or Peddler Permit Applicant
- (2) Town of Hamburg's ORI #: NY0146500

Cost for fingerprints is \$87.25. Personal check or Money Order, payable to: "L1 Enrollment Services"  
Please note this price is subject to change.

Fingerprints and the subsequent criminal background check are good for one year.

## **IF APPROVED**

Every solicitor or peddler will be issued a permit, which will include their Name, Photograph and Expiration date of permit. When engaged in soliciting or peddling, this permit MUST be worn or placed on the outer most garment and the photo side MUST be visible to the public. A clear permit carrying sleeve and lanyard are available for a one time cost of \$5.00, if needed, at the Town Clerk's Office

This permit is valid all days between the hours of 9:00am and 8:00pm from the date of issuance for a period of 60 days thereafter.

This permit is only valid within the Town of Hamburg and is NOT transferable.

No person engaged in soliciting or peddling shall be in violation of any rules, regulations or restrictions as defined in Local Law, Chapter 191, Section 191.1 thru 191.15. Failure to comply with any of these may result in the immediate revocation of this permit. You may also be subject to a fine not to exceed \$100.00 or imprisonment not to exceed 30 days, or both, for each and every offense.