

PEDDLING AND SOLICITING PERMIT INSRUCTIONS

ALL Peddler and Solicitor permit applications 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 Evans Police Department to do these fingerprints. All Peddling 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 Evans Police Department for review and subsequent approval or denial.

THE APPLICATION PROCESS

1. Schedule and have your Fingerprints completed, see instructions below.
2. Complete the Solicitor/Peddler Permit Application.
3. Submit completed application to the Town Clerk's Office.
4. 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.
5. If approved, you must report to the Town Clerk's Office to pay for permit. Cost is \$30.00 per calendar year and you must submit two (2) passport quality pictures. They can be obtained from the Town Clerk's Office at a cost of \$10.50. You must also bring your driver's license or other form of government ID.

THE FINGERPRINTING 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 online at www.L1enrollment.com.

To schedule an appointment, you will need the following information:

- 1 Town of Evans ORI # NY0146300
- 2 Reason for fingerprints: Select Peddler/Solicitor service code 156RYS

Cost for fingerprints is \$105.75 (subject to change). Personal Check or Money Order should be made payable to L1 Enrollment Services.

Fingerprints and the subsequent criminal background are good for the term of your permit.

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 your outer most garment, and the photo side MUST be visible to the public.

This permit is valid from 9:00am to the earlier of 8:00 p.m. or dusk. This permit is only valid with the Town of Evans and is NOT transferable.

No persons engaged in soliciting or peddling shall be in violation of any rules, regulations or restrictions as defined in Local Law, Chapter 144. Failure to comply with any of these may result in the immediate revocation of this permit. You may also be subject to a find, imprisonment or both for each and every offense.

List any/all municipalities (name and state) where you have peddled, solicited or conducted a transient business during the past six (6) months: _____

Driver's License: (must present when submitting application)

State: _____ Number: _____ Expiration: _____

If presenting a driver's license that is outside Erie County, you must also submit a Police Background Check from each location where you have previously resided.

List any crimes AND violations resulting in arrest or conviction, including dates and locations: _____
(Failure to disclose may result in rejection of application)

Are you a registered sex offender in New York State or any other territory in the United States?

____ Yes ____ No Where? _____

THIS SECTION FOR TRANSIENT BUSINESS OR MOBILE FOOD VEHICLE PERMITS ONLY:

Description of motor vehicle: Year _____ Make _____ State _____

Registration # (VIN): _____ Expiration: _____ Plate#: _____

Location of transient business or mobile food vehicle location: _____

1. If your transient business or mobile food vehicle will reside on private property, you must attach a written letter of consent from the property owner to this application, including contact information (name, address and phone number) of the owner of record.
2. If you are vending food products you must supply a copy of your Health Department Operating Permit before we can accept this application.
3. You must have your vehicle inspected annually by the Code Enforcement Office. Call 716-549-_____ to schedule an appointment.

State of New York)
County of Erie) SS

I, the undersigned applicant for the Town of Evans, do hereby declare and swear that the foregoing statements are true to be the best of my knowledge and belief; and if a license is granted pursuant to this application, that I will comply with the laws of the State of New York, the rules, regulations and codes of the State and Federal governments relating thereto, and the ordinances of the Town of Evans governing such operations.

Applicant: Print: _____
First Middle Last

Signature (This signature indicates consent to having a background check performed.)

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public, Erie County, New York

FOR OFFICE USE ONLY

APPROVED/DENIED (Please circle one)

Date _____

Signature of the Chief of Police

APPROVED/DENIED (Please circle one)

Date _____

Signature of the Code Enforcement Officer

Town Clerk's Office Use Only.

License # _____

Type of ID: Driver's Lic or other _____

Issue Date _____

L1 Fingerprinting Date _____
