



TOWN OFFICE USE ONLY			
Date Received: _____	By: _____		
Fee: \$ _____	Pmt Type: _____		
Approved _____	Denied _____	Date: _____	
Expires: _____	By: _____		

PEDDLER & SOLICITOR PERMIT APPLICATION

The following application is pursuant to Municipal Code Chapter 5.12 and must be completed for any business wishing to engage in door-to-door residential sales in the Town of Palmer Lake. Permits are valid only for the days requested.

The following must be submitted for this application to be considered:

- Completed Peddler/Solicitor Permit
- Application Copy of valid ID **for each applicant**
- Applicable fees paid

Note: Submission of application does not guarantee approval. A minimum of 10 days is required to process this application.

BUSINESS INFORMATION

Name: _____ Phone: _____

Email: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Physical Address: _____

City: _____ State: _____ Zip: _____

State Sales Tax #: _____ Federal Taxpayers #: _____

Goods and/or Services to be sold: _____

Where will goods or services be: _____

If selling farm products, are products grown by applicant? Yes No N/A

Will you be using Liquefied Petroleum Gas (LPG)/propane? Yes No

Note: Any vendor utilizing Liquefied Petroleum Gas (LPG)/propane or solid fuels shall be inspected and approved by the Palmer Lake Fire Department **on the day of your event** prior to opening for business. They shall comply with IFC-2015, Chapter 3, Section 308.

APPLICANT(S) INFORMATION

List all individuals that will be using this permit. Send an additional sheet if more than two (2) applicants. Each applicant must complete an Authorization, Waiver, and Release for a Criminal Background Check (below).

1. Name: _____ Email: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Date of Birth: _____ Driver's License State/#: _____

Has applicant been convicted of any crime, misdemeanor, or violation of any municipal ordinance?

Yes No If yes, explain: _____

2. Name: _____ Email: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Date of Birth: _____ Driver's License State/#: _____

Has applicant been convicted of any crime, misdemeanor, or violation of any municipal ordinance?

Yes No If yes, explain: _____

VEHICLES

List any vehicles used in conducting this business. Send an additional sheet if more than two (2) vehicles:

1. Make: _____ Model: _____ License Plate State/#: _____

2. Make: _____ Model: _____ License Plate State/#: _____

APPLICATION FEES & PERMIT INFORMATION

EVENT DATE*	HOURS
TOTAL # OF DAYS	PERMIT FEE (\$25 PER DAY)
_____ DAYS	

*If more than (3) dates, attach an additional page.

Note: \$25.00 of the total fee is non-refundable regardless of approval, denial, or applicant withdrawal.

APPLICANT ACKNOWLEDGEMENT

This application has been examined and completed by me. All the information in this application and all attachments are true, correct and complete to the best of my knowledge. I am aware of and understand the Town of Palmer Lake regulations. By signing below, I hereby certify that I am the person whose name appears on this application as applicant.

Applicant 1 Signature

Printed Name

Date (mm/dd/yy)

Applicant 2 Signature

Printed Name

Date (mm/dd/yy)

Form may be signed electronically by typing your name in the Signature field or manually by printing the form and signing by hand. The form may be submitted electronically by saving it to your computer and attaching it to an email to info@palmer-lake.org. Applicable fees may be paid online at www.townofpalmerlake.com/make-payment. Alternatively, forms and payments may be turned in at the Town office.



AUTHORIZATION, WAIVER AND RELEASE FOR A CRIMINAL BACKGROUND CHECK

APPLICANT 1 AUTHORIZATION, WAIVER AND RELEASE FOR A CRIMINAL BACKGROUND CHECK

I, the Undersigned, hereby authorize any representative of the Town of Palmer Lake to obtain my criminal history record, including arrest records and any other information that may be received by the Town as part of a criminal background check required for the Peddler/Solicitor Permit.

In addition, I do freely and unconditionally waive and release the Town of Palmer Lake and any and all of its elected officials, employees, representatives and agents and their successors from all liability associated with my application for a Peddler/Solicitor Permit. I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to the proper authorities.

This waiver and release is valid for a period of one (1) year from the date of my signature.

Applicant Signature

Printed Name

Date

APPLICANT 2 AUTHORIZATION, WAIVER AND RELEASE FOR A CRIMINAL BACKGROUND CHECK

I, the Undersigned, hereby authorize any representative of the Town of Palmer Lake to obtain my criminal history record, including arrest records and any other information that may be received by the Town as part of a criminal background check required for the Peddler/Solicitor Permit.

In addition, I do freely and unconditionally waive and release the Town of Palmer Lake and any and all of its elected officials, employees, representatives and agents and their successors from all liability associated with my application for a Peddler/Solicitor Permit. I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to the proper authorities.

This waiver and release is valid for a period of one (1) year from the date of my signature.

Applicant Signature

Printed Name

Date