



Peddler License Application

INSTRUCTIONS

APPLICANT:

- Complete the Peddler License Application and include the following attachments:
 - \$24.00 NON-REFUNDABLE Application Fee** (cash, debit card, check or money order made payable to the "City of Troy")
 - 2"x2" head-and-shoulders picture** (photo taken within 60 days of application)
- Submit the completed application to the City Clerk's Office.

CITY CLERK'S OFFICE:

- Review accuracy of the completed application and attachments
- Obtain the applicant's fingerprint
- Process payment; print receipt for the applicant; write receipt info on bottom of application
- Route application electronically to approving department(s) for approval/denial

APPROVING DEPARTMENT(S):

- Reviews application and notifies City Clerk's office of approval/denial

CITY CLERK'S OFFICE:

- Denial - Notifies applicant.
- Approval - Contacts applicant for length of license term desired, prepares license, and issues license with Do Not Knock info sheet upon receipt of Peddler's License fee.

APPLICANT:

- Peddler's License fee **MUST** be paid at the City Clerk's Office *before* peddling or operating food trucks may begin. ** The Peddler's License fees, payable at the time of issuance, are:

\$ 20.00 per week
\$ 40.00 per month
\$100.00 annually (expires 12/31 of each year).

**Chapter 74, Section 7, of the Troy City Code, states that "no person shall engage in the business of peddler without first obtaining a license therefore." Section 11 of Chapter 74, states "A copy of the permit or license must be carried by each solicitor or peddler. Solicitation or peddling without a valid permit or license or a copy of the permit or license is a misdemeanor, punishable by a fine of up to \$500.00, 90 days in jail, or both." Also, Section 20 of Chapter 74, states "No peddler or solicitor shall enter onto property which has posted a "No Solicitation" sign, or its equivalent, or whose address is at that time on the Do-Not-Knock Registry."



Peddler License Application

Access/obtain daily updates of the DO-NOT-KNOCK List at: www.troymi.gov/DONOTKNOCKLIST

APPLICATION FEE \$24.00

LICENSE FEE: \$20.00/week; \$40.00/month; \$100.00/year

(ALL FEES ARE NON-REFUNDABLE)

Date _____

Applicant Information

Name _____ Phone # _____

Home Address _____
Street Address City State Zip

Local Address _____
Street Address City State Zip

Email _____ Date of Birth _____

Sex _____ Race _____ Height _____ Weight _____

Hair _____ Eyes _____ Scars / Marks / Tattoos _____

Driver License # _____ State _____

Vehicle: Color _____ Year _____ Make _____ Model _____

License # _____ State _____

Vehicle Owner: Applicant Other: _____

Will you be driving the vehicle? Yes No

Have you ever been convicted of any felony or misdemeanor? Yes No

If Yes, list ALL charges _____
(attach a separate sheet if needed; list in order of newest to oldest)

Date _____	Location _____	Disposition _____
Date _____	Location _____	Disposition _____
Date _____	Location _____	Disposition _____
Date _____	Location _____	Disposition _____



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Business Information

Business Name _____ Phone _____

Business Address _____
(Headquarters) Address City State Zip

Manager in Charge of Peddler: _____ Phone _____

Nature of Business _____ Date Applicant Hired _____

What is to be sold? (Please be specific) _____

Hours for Solicitation: 9:00 AM-6:00 PM (October 1st through March 31st)
(permitted by Chapter 74) 9:00 AM-8:00 PM (April 1st through September 30th)

Dates for Solicitation

Times for Solicitation

_____ to _____

_____ to _____

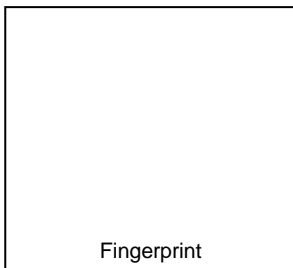
Area(s) to Solicit in Troy _____

Where is product manufactured? _____

Where is product stored? _____

How will delivery be made? _____

I hereby certify that the forgoing information is complete and true.



Fingerprint

Applicant's Signature

Approval of this application is determined by the Clerk's Office

For more information, please refer to the City of Troy Code of Ordinances:

- [Chapter 74, Solicitations](#)