



CITY OF JACKSONVILLE
Itinerant Merchant / Transient Vendor License Application

Date of Application: _____

Name: _____
Please print - (First, Middle Initial, Last) – (Name of person to conduct business in Jacksonville.)

Address: _____
_____ Phone: _____

Social Security Number: _____ D. L. # _____

Name of Business: _____ Owner: _____

Business Address: _____ Phone: _____

Attach written consent from business owner stating applicant has permission to act as representative, if applicant is not owner.

IL Retailer's Occupation Tax No.: _____

Or: Attach receipt showing applicant has paid retailer's occupational tax on goods sold.

F.E.I.N.: _____

Vehicle Used for Business: Year: _____ Make: _____ Model: _____

Color: _____ License No.: _____ State: _____

Description of the Goods to be Sold: _____

Goods to be sold by: Stock in possession Sample

Estimated gross sales expected: \$ _____

Advertising will be conducted: Yes – Attach copies of advertisement or flyer. No

Sales will be held at the following address: _____

Property is owned by: _____

Property owner address and phone: _____

Attach written consent from property owner authorizing the use of property by applicant.

Attach sketch of premises to be used by applicant.

Attach copy of driver's license or picture identification.

Monthly License - \$75.00

Valid for 30 days, up to four (4) sales, none of which exceed five (5) days in length).

From _____ To _____

Annual License - \$200.00

Valid for a period of twelve (12) consecutive months beginning January 1, or for such other lesser consecutive period as the applicant shall request. Each license shall allow up to four (4) sales per calendar month, none of which exceed five (5) days in length.

From _____ To _____

The undersigned swears that the foregoing and all attachments are true and correct.

Applicant Signature

Applicant subscribed to said information before me this

_____ day of _____, 20_____

(SEAL)

Notary Public

SERVICE OF PROCESS

In consideration of issuance to me of a "Transient Vendor/Itinerant Merchant License", pursuant to Chapter 14 of the Municipal Code of the City of Jacksonville, I, _____ do hereby nominate the City Clerk of the City of Jacksonville, Illinois, as my true and lawful agent with full power and authority to acknowledge service of notice or process for and on my behalf in respect to any matters connected with or arising out of the business transacted under said license, and I do hereby consent and agree that service of any notice or process may be made upon said agent, and when so made, shall be taken and held to be as valid as if personally served upon me, according to the law of this or any other state, hereby waiving all claim or right of error by reason of such acknowledgment of service or manner of service. Immediately, upon service of process upon the City Clerk, as herein provided, the City Clerk shall send to me, at my address as shown on this application, or at any address I hereafter provide in writing to the City Clerk, by registered mail, a copy of said process.

Signature of Applicant **Date:** _____

Signature of Witness

(Official use only)

Applicant(s) cleared through the Jacksonville Police Department:

Signature (JPD Officer) Date

License: Approved Disapproved

License Fee Amount Paid: \$ _____ Date Paid: _____

By: _____ Date: _____
City Clerk