

City of Jesup

P.O. BOX 592

JESUP, IOWA 50648

(OFFICE) 319-827-1522 * (FAX) 319-827-3510

(WEBSITE) <http://www.jesupiowa.com/> (EMAIL) jesup@jtt.net

APPLICATION PROCEDURES AND CHECKLIST PEDDLER and SOLICITOR LICENSE

- ☐ 1. Complete the application form (2 pages).
 - a. One application form per person (you may make additional copies).
 - b. Do not leave any lines blank – if question does not apply, write a “N/A”.
 - c. To apply, you must have a current state issued identification card, driver’s license, or Pass port.
 - d. Application must be signed in front of a notary and notarized. (Notaries available at City Hall.) Applicants, by signing, are agreeing to a police background check
 - e. Any falsification of answers on the application form can result in denial of the application.

- ☐ 2. Provide your driver’s license, state identification card, or passport for PHOTOCOPY purposes.
- ☐ 3. Attach copies of all items you will be handing out or displaying. Include a copy of something that connect’s you to the company you represent, i.e. a business card/company letter/company ID card stating you are their employee. **ALL COPIES WILL BE DESTROYED AFTER LICENSE EXPIRES!!!!**
- ☐ 4. Permit Fee: **1 day = \$20** / **7 days = \$40** / **1 - 180 Days = \$200** / 365 days = \$300
Application Fee **\$20.00** (example 1 person for 1 day is \$40.00) etc.....
Each Person conducting business in the City of Jesup must have an application on file and carry a copy of it.
MUST BE CASH PAYMENTS.
- ☐ 5. Remove and keep for your own reference the attached copy of the City Code of Ordinances. Peddlers and Solicitors. Pay close attention to section 7-1.0113 Standards of Conduct. Your license can be revoked/rescinded if the conduct rules are not followed. (Police can revoke the permit anytime if complaints are filed, by homeowners, pedestrians)
- ☐ 6. Bond Required -- Applicability -- Forfeiture
Must have a current bond on file with the State of Iowa at time of application.
- ☐ 7. Return all documentation to Jesup City Hall.

Please write legible, unable to read info may delay the permit issuance



APPLICATION FOR A PEDDLER AND SOLICITOR LICENSE

P.O. Box 592 Jesup, Iowa 50648
Phone 319-827-1522
Fax 319-827-3510

OFFICE USE:
DATE Rec'd _____
DATE Approved: _____

POLICE APPROVAL:
DATE: _____
BY: _____

This application form requests information that may be classified as private or confidential under the Iowa law. This information is required by State law or City ordinance. The information will be used to determine your eligibility for issuance of a license. Failure to provide accurate information can result in a denial of the license.

Mr. Ms.			
(Circle one)	First name	Middle name	Last Name
			()
Complete home address (street address, city, state, zip)			Home telephone number
			()
Address where you are staying, locally (street address, city, state, zip)			Local telephone number
Aliases or Maiden Name	Social Security Number		Date of birth
State Driver's License number or State Issued ID Card number or Tribal Identification Card number		State where the license/ID was issued	OR Passport information and visa status if applicant is not a United States citizen
Weight (lbs)	Height (feet/inches)	Eye color	Hair color

The company name that you work for (your employer) or are contracting with:	
Company address, city, state, zip:	
Company telephone:	
The company name whose products/services you sell:	
Company address, city, state, zip:	
Company telephone:	
What type of merchandise or service are you selling:	
What is the source of supply (where goods are now):	
How will goods be delivered:	
Your supervisor's name & telephone number – this person <u>must be available by phone</u> during the hours of peddling – a cell phone number is preferred:	
A complete list of cities (or addresses within a larger city), where you or your company conducted business immediately preceding this application (maximum of 5). Include the year that you were in these cities:	

When will your activity in Jesup occur:	Dates: _____ On what days of the week: _____ At what time on each day: _____					
NOTICE TIMES ARE ONLY FROM 10:00 AM – 7:00 PM						
Vehicle information for each vehicle used in connection with the proposed activity (attach page if needed): <table><tr><td><u>year</u></td><td><u>make</u></td><td><u>model</u></td><td><u>color</u></td><td><u>license number & state were issued</u></td></tr></table>		<u>year</u>	<u>make</u>	<u>model</u>	<u>color</u>	<u>license number & state were issued</u>
<u>year</u>	<u>make</u>	<u>model</u>	<u>color</u>	<u>license number & state were issued</u>		

Complete the back side (or page 2)

Have you ever been convicted of any crime – other than petty traffic violation? (CIRCLE ONE) YES NO	If yes, explain below the nature, time, and location of the offense. Also state the punishment or penalty imposed:
Have you applied for and been rejected, or received a peddler, solicitor, or canvassers license/permit and had it suspended or revoked -- within the state of Iowa in the past three years. (CIRCLE ONE) YES NO	If yes, list and explain:
Are you familiar with the provisions of the Ordinance Section 7-1.0102 of the City of Jesup – under which you will be operating (see attached copy)? (CIRCLE ONE): YES NO	

Sign below, but you must sign in front of a Notary Public.

I hereby authorize the City of Jesup to have access to all sources of information that may be consulted to verify the information I have provided above. This includes authorization to check criminal history records if I have been asked to provide that information.	
I agree to operate such business in accordance with the laws of Iowa and the ordinances of the City of Jesup. The foregoing statements are true and correct to the best of my knowledge and belief.	
_____	Signature of applicant – sign only in front of a Notary Public
Date of application	
Subscribed and sworn to before a Notary Public on this _____ day of _____, 20____.	
_____ My commission expires on _____.	
(Notary Signature)	
(Notary Seal)	

REMINDER: Along with this completed application form, attach the following:

- 1. A copy of your credentials establishing your relationship to the company.
- 2. A copy of any company handouts, brochures, invoices, order forms, etc.
- 3. A photocopy of your driver’s license, state id card, or passport.
- 4. License fees paid for each person conducting business in the city.