



2 LAGOON DRIVE
HAWTHORN WOODS, ILLINOIS 60047
Office: (847) 847-3590
Fax: (847) 438-1459

COMMERCIAL SOLICITATION PERMIT APPLICATION

Application Date: _____

Personal Data:

Name _____
(Last) (First) (Middle)

Home Address _____

Time at this address: _____.

If Less Than 3 Years, Past Address _____

Phone # _____ Driver's License # _____

Vehicle to be Used: Make _____ Model _____ Color _____ Plate # _____

Company Representing in Solicitation:

Company Name _____ Phone # _____

Address _____

Supervisor _____ Phone # _____

Length of Time of Employment with this Company: _____

Description of Subject Matter Soliciting or Purpose _____

Information:

Starting date and termination date of solicitation: _____
(Maximum time period shall not exceed 90 days)

Have you ever been issued a Solicitation Permit in the Past? Yes No

If Yes, list municipality permit was issued and year _____

If Yes, was it ever revoked and if so, why? Yes No _____

Have you ever been convicted of any felony offense in the last 5 years? Yes No

Have you ever been convicted of a Class A Misdemeanor in Illinois in the past 5 years? Yes No

Have you ever been convicted of
a violation of the Village of Hawthorn Woods's Solicitation Ordinance? Yes No

I have read and understand the provisions of the Solicitation Ordinance of the Village of Hawthorn Woods. I affirm under oath to the above information to be true and correct.

Signed: _____ Date: _____

Any additional associates are required to fill out an application form. Soliciting may only be conducted between the hours of 9:00 a.m. to 8:00 p.m. Monday through Saturday. No solicitation is allowed on Sundays or state or national holidays. All applicants for a solicitation permit aged nineteen (19) or older shall be subject to fingerprinting and a criminal background examination conducted by the Police Department, the costs of which shall be determined by the Village Board and prepaid by the applicant. The fee to solicit is \$70 per person for 90 consecutive days and the fee for fingerprinting and a criminal background examination is \$40. Every resident has the right to display a "No Solicitors," or "No Solicitors Invited" notice at their door or other language that would indicate solicitors are not to enter or engage in solicitation on the premises. It is the duty of every solicitor to first examine the notice, if any is displayed, and, if such notice is displayed, shall immediately and peacefully depart the premises. For more information, please refer to Title 3, Chapter 3-4B, Solicitors, of the Village of Hawthorn Woods Municipal Code. (Ordinance No. 2103-21 and Ordinance No. 2478-25)

A headshot photo shall be submitted with the application; however, an electronic jpeg is preferred. Please email to Katreina Koprowski at kkoprowski@vhw.org.

If a credit card is used for payment, a 2.95% convenience fee (minimum charge \$2.95) will be added to the transaction.

For Office Use Only

Date application received: _____

Dates for soliciting: _____

Application fee: _____

Date application fee paid: _____

Date Application Sent to Chief of Police: _____

Application Approved or Denied: _____

If Denied, Reason for

Denial: _____

Signature of Village Clerk or Designee: _____ Date: _____