



CHARITABLE SOLICITATION PERMIT APPLICATION

GENERAL INFORMATION

Pursuant to Gallatin Municipal Code Chapter 11, Article IV, a permit issued by the City Recorder is required prior to conducting charitable or religious solicitation within the City of Gallatin.

ORGANIZATION INFORMATION

Organization Name: _____

Organization Address: _____

Phone: _____

Type of Organization: ☐ Charitable ☐ Religious ☐ Other: _____

TN Charitable Registration Number (if applicable): _____

Federal Tax ID Number (optional): _____

APPLICANT/PRIMARY CONTACT

Name: _____

Address: _____

Phone: _____ Email: _____

Title/Position with Organization: _____

SOLICITATION INFORMATION

Purpose of Solicitation: _____

Dates of Solicitation: _____ Hours of Solicitation: _____

Proposed Solicitation Location(s): _____

Will solicitation occur on public property? ☐ Yes ☐ No

If yes, specify requested public property location(s): _____

Adult Supervisor Responsible for Solicitation (required if minors participate): _____

**SOLICITORS**

List all persons who will conduct solicitation activities within the City of Gallatin.

Name	Age	Name	Age
_____	_____	_____	_____
Name	Age	Name	Age
_____	_____	_____	_____
Name	Age	Name	Age
_____	_____	_____	_____

(Attach additional pages if necessary.)

Note: Persons under twelve (12) years of age shall not be permitted to solicit funds.

REQUIRED DOCUMENTATION

Applicants shall provide either:

- A copy of the registration statement filed pursuant to T.C.A. § 48-101-504; or
- A sworn written statement identifying the applicable exemption under T.C.A. § 48-101-502.

APPLICANT CERTIFICATION

I certify under oath that the information contained in this application is true and correct to the best of my knowledge; that the solicitation is for a bona fide charitable or religious purpose and intended solely to support that purpose; that neither the applicant nor its representatives have engaged in fraudulent activity; and that all solicitation activities will comply with Gallatin Municipal Code Chapter 11, Article IV, including the prohibition on solicitation from public streets and the requirement to exhibit the permit upon request.

Printed Name: _____ Date: _____

Signature: _____

NOTARY ACKNOWLEDGMENT

STATE OF TENNESSEE

COUNTY OF _____

Subscribed and sworn before me this _____ day of _____, 20 _____.

Notary Public: _____

My Commission Expires: _____

(SEAL)



FOR OFFICE USE ONLY

Date Application Received: _____

Application Complete: ☐ Yes ☐ No

Status: ☐ Approved ☐ Denied ☐ Withdrawn

Date Issued: _____

Expiration Date: _____

Solicitor List Sent to GPD: ☐ Yes ☐ No