



CITY OF DECATUR ILLINOIS

#1 GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

TRANSIENT MERCHANT AND ITINERANT VENDOR LICENSE

List of information required.

- Completed application
- License fee - \$100.00
- Background check fee - \$40.00
- Driver's license or ID
- Inventory of goods offered for sale
- Copy of certificate of registration
- List of all Transient Merchant and Itinerant Vendor License obtained in this state in the past twelve (12) months
- No outstanding debt owed to the City



CITY OF DECATUR
LICENSING DEPARTMENT
#1 GARY K ANDERSON PLAZA
DECATUR IL 62523
LICENSING – (217) 424-2716

LICENSE FEE: \$100
Background Ck: \$40/per
person (owner(s) & employees)
Updated: 4/3/24

TRANSIENT MERCHANT OR ITINERANT VENDOR LICENSE APPLICATION

Circle One: Transient Merchant Itinerant Vendor

Nature of Business/Products offered _____

Dates for Business Conducted _____

Location for Business Conducted _____

Circle one: Corporation LLC Partnership Individual

Name of Applicant _____
First MI Last Maiden Name

Residence Address _____
Street City State Zip Code

Date of Birth _____ Phone# _____ DL# _____

Business Name _____ Phone# _____

Local Address _____
Street City State Zip Code

Permanent Address _____
Street City State Zip Code

Names and Addresses of Partners and/or Officers/Directors of Corporation:(use additional sheet of paper if necessary)

Name _____ Title _____
First MI Last

Address _____
Street City State Zip Code

Name _____ Title _____
First MI Last

Address _____
Street City State Zip Code

Name _____ Title _____
First MI Last

Address _____
Street City State Zip Code

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FOR CITY OF DECATUR OFFICE USE ONLY

[] Approved [] Denied

Chief of Police or designee Date

License Expires _____

Amount Paid \$ _____

Date Paid _____

License Number _____

License Issued _____

Employer: _____ Phone # _____

Primary Contact Person _____ Phone # _____

Permanent Address _____
Street City State Zip Code

Website Address _____

Please answer the following questions:

Have you ever been convicted of a criminal offense or ordinance violation (other than traffic or parking offenses) in any jurisdiction? Yes _____ No _____ If yes, please list such conviction/s with dates and prosecuting jurisdiction/s. (Use additional sheet if necessary)

Have you (applicant) or employer had any other Transient Merchant/Itinerant Vendor Licenses in the State of Illinois in the last 12 months? Yes _____ No _____ If yes, a list of these is required.

Have you (applicant) or employer ever had a Transient Merchant/Itinerant Vendor License revoked by the City of Decatur? Yes _____ No _____

Have you (applicant) or employer had a Transient Merchant/Itinerant Vendor License application denied by the City of Decatur in the last 3 years? Yes _____ No _____

City code Chapter 50-1, Sec. 4e prohibits issuance of a Transient Merchant/Itinerant Vendor License if the applicant, its partners, officers, or listed shareholders knowingly provide any false or misleading information on any application or any investigation into any such application.

Applicant acknowledges receipt of City Code Chapter 50.1 and agrees to abide by its provisions. _____ (please initial)

Applicant's Signature

No Transient Merchant or Itinerant Vendor License shall be guaranteed to be issued sooner than fourteen (14) days after the submittal of an application to the Finance Department.

Please include the following with application:

1. Copy of photo ID for applicant.
2. Copy of Certificate of Registration with the State of Illinois Department of Revenue.
3. Inventory of goods offered for sale.
4. List of all Transient Merchant/Itinerant Vendor licenses obtained within the State of Illinois in the past 12 months.

Definitions from (225 ILCS 465/)"Transient Merchant Act of 1987"

"Transient Merchant" – means any person who is engaged temporarily in the retail sale of goods, wares or merchandise in this State and who, for the purpose of conducting such business, occupies any building, room, vehicle, structure of any kind, or vacant lot. However, this Act does not apply to any person selling goods, wares or merchandise which are raised, produced or manufactured by him, to any person selling vegetables, fruit or perishable farm products at an established city or village market, to any person operating a store or refreshment stand at a resort, to any person operating a stand or booth on or adjacent to property owned by him or upon which he resides, to any person operating a stand or booth at a State or county fair, or to any person operating a stand or booth at a trade show, exposition, convention or similar event. This Act does not apply to any person holding a valid license, issued by a county or municipality, to engage in retail sales.

"Itinerant Vendor" – means any person who transports tangible personal property for retail sale within this State who does not maintain in this State an established office, distribution house, sales house, warehouse, service center or residence from which such business is conducted. However, this Act does not apply to any person who delivers tangible personal property within this State who is fulfilling an order for such property which was solicited or placed by mail or other means. This Act does not apply to any person holding a valid license, issued by a county or municipality, to engage in retail sales.

It shall be prima facie evidence that a person is a transient merchant or itinerant vendor under this Act if the person does not transact business from a fixed location or if the person does not own, or lease for a term of at least 6 months, the property from which business is conducted.

RESTRICTIONS:

1. No one shall engage in the business of selling or soliciting between the hours of 8:00 p.m. and 9:00 a.m.
2. Whenever a licensee shall make sales from a vehicle, the vehicle shall be stopped at the right-hand curb of the street or at the extreme right-hand edge of the pavement. No sales shall be made from any vehicle except from the curbside thereof.
3. No person shall engage in the business of selling or soliciting at any residence or business at which there is displayed upon said premise a notice prominently displayed, on which is printed the legend, "**NO SOLICITORS**", or words to that effect.
4. No licensee shall remain at any residence after being asked by an occupant to leave.
5. No person shall engage in the business of selling or soliciting using a truck or other vehicle over four tons. No licensee shall make sales from a vehicle in excess of four tons. Nothing in this subsection shall prohibit use of a vehicle in excess of four tons for the purpose of delivering merchandise that has been previously ordered by a customer, consistent with Chapter 34, section 26 of the code of the City of Decatur.
6. Upon request, the licensee shall immediately display the license issued by the City Of Decatur Finance Department and a photo governmental identification card (state driver's license or state identification card).