



CITY CLERK'S OFFICE  
CITY OF ENGLEWOOD  
2-10 North Van Brunt Street  
Englewood, NJ 07631  
Phone: (201) 510 – 8212 (8213)  
Fax: (201) 567- 4395  
Email: apaton@cityofenglewood.org

- 2 Passport Pictures
- Color copy of the applicants driver's license

License Fee: \$50.00 per applicant (191-6)

License No: \_\_\_\_\_

Granted: \_\_\_\_\_

**PEDDLER'S OR SOLICITORS LICENSE**  
**City Code Chapter 311**

1. **TO BE COMPLETED BY ALL APPLICANTS:** Telephone #: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Home Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

**a) If a corporation:**

Name of Registered Agent: \_\_\_\_\_

Address of Registered Officer: \_\_\_\_\_

Name and addresses of all Officers: \_\_\_\_\_

b) If a partnership, unincorporated association or any form of business enterprise other than an individual or corporation: Names and home addresses of the partners and/or the principals of the applicant:

2. Type of License Requested: \_\_\_\_\_

3. If the license or permit is to be applicable to particular premises, address or premises and parts thereof to be licensed: \_\_\_\_\_

4. If the license or permit is to be applicable to any type of vehicle, describe vehicle and state address where vehicle will be garaged, parked or stored:

5. Has the applicant and if a corporation its (1) officers and (2) stockholders owning 10% or more of its stock, or if a partnership, its (1) partners and (2) principals having an interest of 10% or more) ever been convicted of a municipal ordinance violation disorderly persons offense or crime? If "Yes" give full particulars:

6. Other information required by the ordinance of other provision of law under which the license or permit is to be issued (see attached where applicable) \_\_\_\_\_

7. Other information required by the licensing authority to facilitate the processing of the application and the determination as to whether the requested license or permit should be used (see attached if applicable).

8. **What type of merchandise will you be Peddling or Solicitation.**

I fully realized that I must comply with all applicable Zoning Regulations, law, regulations and City Ordinances, I certify that all of the statements set forth on this application, as well as the attachments hereto, are true. I understand that if any of the foregoing statements made by me are willfully false. I am subject to punishment

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

ADDITIONAL INFORMATION REQUIRED PURSUANT TO  
CITY CODE OF ENGLEWOOD CHAPTER 311

- (A) Name and addresses of all canvassers or solicitors to be employed or contracted by the applicant for soliciting within the City of Englewood: (attach list)
- (B) Is the organization for which the solicitation is begin made currently registered with the office of Charitable Registration of the Division of Consumer Affairs within the Department of Law and Public safety pursuant to N.J.S.A. 45:17-1 et seq?\_\_\_\_\_ If yes, attach a copy of the current registration. Has such a registration ever been cancelled or revoked?\_\_\_\_\_ if yes, set forth the full particulars.  
\_\_\_\_\_
- (C) Is the applicant registered with the Office of Charitable Registration of the Division of Consumer Affairs within the Department of Law and Public Safety Pursuant to N.J.S.A. 45:17-1 et seq?\_\_\_\_\_ If yes, attach a copy of the current registration. Have such a registration eve been cancelled or revoked? \_\_\_\_\_ if yes, set forth the particulars. \_\_\_\_\_
- (D) Has a judgment ever been entered against the applicant pursuant to the New Jersey Consumer fraud Act (N.J.S.A. 56:8-1et seq. ) or the Charitable Fund Raising Act of 1971 N.J.S.A. 45:17A-1 et seq.)? \_\_\_\_\_ If yes, set forth the full particulars. \_\_\_\_\_
- (E) Is there a fee or charge payable to the applicant from contributions received?\_\_\_\_\_ If yes, set forth the amount and/or percentage of such fee or charge.\_\_\_\_\_ set forth the amount and/or percentage of the contributions payable to the organization for which the solicitation is to be made.  
\_\_\_\_\_
- (F) Is there a contract between the applicant and the organization for which the solicitation is made/ \_\_\_\_\_ If yes, attach a copy of the contract.  
  
Is the contract filed with the office of Charitable Registration? \_\_\_\_\_. If yes, set forth the date of filing. \_\_\_\_\_
- (G) Is the organization for which the solicitation is to be made an organization either composed of or managed by law enforcement officials?\_\_\_\_\_ If yes, has the proposed solicitation for such organization been approved by the Bergen County Prosecutor's office pursuant to N.J.S.A. 2A:170-20.1 et seq?\_\_\_\_\_ If yes, attach a copy of such approval.
- (H) Is a standardized script to be utilized by those persons soliciting funds? \_\_\_\_\_ if yes, attach a copy of such standardized script.
- (I) As the applicant employed or contracted with any law enforcement officer to solicit any funds within the City of Englewood?\_\_\_\_\_. If so, set forth the names \_\_\_\_\_
- (J) Has the applicant employed or contracted with any minors under the age of 16 years to perform any solicitation services?\_\_\_\_\_. If yes, has the applicant secured working papers from such minors?\_\_\_\_\_. If not, explain. \_\_\_\_\_
- (K) Set forth the hours and dates during which solicitations will be made within the City of Englewood?
- (L) Set forth the manner in which the solicitations are proposed to be made ( e.g. telephone, collection procedure.)
- (M) Is an event, service, ticket, journal or other promotional item offered in return for solicitation?\_\_\_\_\_ If yes set forth. \_\_\_\_\_  
Nature of event: \_\_\_\_\_  
\_\_\_\_\_  
Date, time and place of event: \_\_\_\_\_  
Seating capacity of facility at which the event is to be held: \_\_\_\_\_

Owner of the facility been approved?\_\_\_\_\_ If yes, attach written approval.

Ticket Price: \_\_\_\_\_ Number of Tickets to be issued: \_\_\_\_\_ Number of Journals to be provided \_\_\_\_\_ Description of other promotional items to be offered: \_\_\_\_\_

(N) Applicant's Name \_\_\_\_\_

Age: \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Sex: \_\_\_\_\_ Eye Color \_\_\_\_\_ Hair Color \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

Telephone Home #: \_\_\_\_\_ Business: # \_\_\_\_\_

Social Security Number: \_\_\_\_\_

List any other addresses you have had in the last three years: \_\_\_\_\_

a. Organization and purpose for which solicitation is being made: \_\_\_\_\_

b. Three business references (names, addresses and telephone #: \_\_\_\_\_

c. Place or places of residence of the applicant for the preceding three years: \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

APPROVED: ( )

DISAPPROVED: ( )

\_\_\_\_\_  
POLICE CHIEF

§ 311-11\_Soliciting permit.

A. Application information. In addition to the information specified in Chapter 262, Licensing Regulations, an application for a soliciting permit shall contain the following information:

- (1) Organization and purpose for which solicitation is being made.
- (2) Three business references.
- (3) Place or places of residence of the applicant for the preceding three years.
- (4) Whether or not the applicant has ever been convicted of any crime or a violation of any municipal ordinance, and if so, the nature of the offense for which convicted and the date and place of conviction.

B. Permit fee.

- (1) The permit fee for a soliciting permit shall be as provided for in Chapter 191, Fee Schedule, for a year or any part thereof. *Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. I).*
- (2) Any person engaged in soliciting for a religious or charitable organization shall not be required to pay a permit fee, provided that he or she has complied with all other provisions of this section.

C. Form of permit, identification card.

- (1) Each permit issued pursuant to this section shall be in a form prescribed by the City Clerk and shall include the name of the permittee, his or her address and a description of the organization and project for which the permittee is soliciting.
- (2) In addition to a permit, the City Clerk shall issue an identification card which shall include a photograph of the permittee taken not more than six months prior to issuance of the permit, which shall be displayed by the permittee, on request, at all times while engaged in soliciting.

D. Exemption from requirements. This section shall not apply to any person engaged in soliciting for a political party or political cause.

E. Miscellaneous restrictions.

- (1) The permittee shall solicit only between the hours of 9:00 a.m. and 7:00 p.m. on weekdays and Saturdays, and between the hours of 12:00 noon and 6:00 p.m. on Sundays between the dates of October 15 and April 15 of the following year. The permittee shall solicit only between the hours of 9:00 a.m. and 8:00 p.m. on weekdays and Saturdays, and between the hours of 12:00 noon and 6:00 p.m. on Sundays between the dates of April 16 and October 14.

[Amended 9-5-1989 by Ord. No. 89-17; 2-2-2010 by Ord. No. 10-01]

- (2) Permittees shall be courteous and conduct themselves in a lawful manner at all times.
- (3) Upon expiration of a permit, the holder thereof shall forthwith surrender it, together with the identification card, to the City Clerk.

§ 311-12\_Violations and penalties.

Any person who shall violate any provision of this article shall, upon conviction thereof, be punished by a fine not exceeding \$500 or by imprisonment for a term not exceeding 90 days, or both. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.