



# City of Hillsboro, Ohio

Justin Harsha, Mayor

Brianne Abbott, Safety & Service Director

## APPLICATION FOR SOLICITOR'S LICENSE

**SOLICITOR.** Any person who obtains or seeks to obtain funds for any cause whatsoever by traveling door to door either by foot, automobile, truck or any type of conveyance upon the private residences, including any house, apartment or other dwelling within the city.

Name \_\_\_\_\_ SSN \_\_\_\_\_

Address \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Color of Eyes \_\_\_\_\_ Hair Color \_\_\_\_\_

Do you wear glasses? \_\_\_\_\_ Do you have a mustache? \_\_\_\_\_ Are you a citizen of the U.S.? \_\_\_\_\_

Make of car \_\_\_\_\_ Year \_\_\_\_\_ Type \_\_\_\_\_

Have you ever been convicted of an offense other than a minor traffic violation? If so, give dates.

Are you addicted to narcotics or alcohol? \_\_\_\_\_

Have you ever been licensed to solicit anywhere in Highland County, Ohio? If yes, give dates and municipality names.

Have you been refused a license to solicit? If yes, give municipalities name and dates. \_\_\_\_\_

Have you ever had a license revoked? If yes, give dates and issuing authorities' name. \_\_\_\_\_

## EMPLOYER INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone \_\_\_\_\_

Explain the nature of your business. \_\_\_\_\_

How long do you plan to solicit in Hillsboro? \_\_\_\_\_

Where are you planning to solicit in Hillsboro? \_\_\_\_\_

**I DO SOLEMNLY SWEAR THAT THE ANSWERS AS GIVEN HEREIN HAVE BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE ARE TRUE, CORRECT AND COMPLETE.**

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

\_\_\_\_\_  
Date

## OFFICE USE

Date application was received \_\_\_\_\_ Fingerprints taken by: \_\_\_\_\_

License denied? If yes, explain why. \_\_\_\_\_

\_\_\_\_\_  
Date/Payment  
Received by: \_\_\_\_\_

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Safety Service Director

### **§ 114.02 LICENSE OR REGISTRATION REQUIRED.**

(A) No peddler, solicitor or seller shall peddle, solicit or sell within the city, unless he or she is the holder of a valid license issued pursuant to this chapter.

(Ord. 2002-20, passed 2-3-03) Penalty, see § [114.99](#)

### **§ 114.03 APPLICATION; FEE; LICENSE; REGISTRATION.**

(A) (1) Any person wanting a license shall obtain an application for same from the office of the Director of Public Safety-Service or Police Department, and shall submit the completed application, along with the appropriate fee, to such office on a form supplied by the Director, which shall contain the following information:

- (a) Name and address of the applicant;
- (b) Name and address of the organization represented;
- (c) Names, addresses and Social Security numbers of all individual peddlers, solicitors or sellers;
- (d) A description of the proposed peddling, soliciting or selling activities; and
- (e) Dates, times and particular locations where the peddling, solicitation or selling is to be performed.

(3) Such application shall be accompanied by a copy of the Internal Revenue Service Federal Income Tax Exemption Letter and State of Ohio Letter of Registration under R.C. Chapter 1716 in effect at the time of application hereunder, if the applicant and/or organization represented has been issued either or both of said letters.

(B) (1) All license applications shall be referred to the Director who shall, within 15 days after receipt of the completed application, issue licenses to the solicitors or peddlers, unless he or she finds that:

- (a) The applicant has provided false, misleading or deceptive information in his or her application; and/or
- (b) The applicant or any solicitor or peddler named on the license application has been convicted of a felony violation or a misdemeanor violation involving fraud or moral turpitude within the past ten years.

(2) Any license issued under this chapter shall be valid for not more than 30 days.

(C) Each applicant shall pay a fee of \$200, which fee shall be paid at the time the application is submitted. Applicants who are agents for charitable, religious or educational organizations that meet the definition thereof as contained in R.C. § 2915.01(H), (I) or (J), or have duly registered with the State of Ohio under the provisions of R.C. Chapter 1716, shall be required to obtain a license, but shall be exempt from the payment of any fee as required hereunder.

(D) Once issued, a license may be used only in conformity with the laws of the city and the State of Ohio; may not be assigned or transferred; must be carried by the licensee at all times; and may be revoked or suspended by the Director of Public Safety-Service for any of the following causes:

(1) The licensee or person preparing the application on behalf of the licensee provided false, misleading or deceptive information in the license application.

(2) The licensee is indicted on a felony or charged with a misdemeanor involving fraud or moral turpitude.

(3) The licensee violates any provision of this chapter or peddles, solicits or sells in an unlawful manner.

(E) In the event a license application is not approved or in the event any license issued pursuant to the provisions of this chapter is revoked, written notice shall be given to the applicant or licensee by personal service or by certified mail. The applicant or licensee shall have ten days after the receipt of such notice to appeal such refusal or revocation. Such appeal shall be perfected by filing a notice of the appeal with the Board of Zoning and Building Appeals. Thereupon, the applicant shall have not has than ten days notice of the date and place of the hearing. The Board of Zoning and Building Appeals shall have the power, after such hearing, to either affirm or overrule the decision of the Director of Public Safety-Service.

(F) Any canvasser shall register with the Director of Public Safety-Service before obtaining or seeking to obtain or influencing the opinions of the residents of the city. Any canvasser shall provide the Director in writing with his or her name and address, the name and address of the organization represented and the dates, times and particular locations where canvassing is to be performed. No fee shall be charged for the registration of any canvasser. Any registration hereunder shall be valid for not more than 90 days.

(G) The form of application for license as a solicitor, seller or peddler, as set forth in the Appendix at the end of this chapter, shall be used by all applicants hereunder.

(Ord. 2002-20, passed 2-3-03; Am. Ord. 2016-08, passed 9-12-16) Penalty, see § [114.99](#)

#### **§ 114.05 RESTRICTIONS; HOURS; CONDUCT.**

Every person to whom a license to peddle, solicit or sell is issued and every canvasser registered under the terms of this chapter shall be governed by the following rules and regulations:

(A) No person subject to the provisions of this chapter shall peddle, solicit or canvass except between the hours of 9:00 a.m. and 9:00 p.m. Monday through Saturday; nor shall such person peddle, solicit or canvass on Sunday or any legal state or federal holiday.

(B) No peddler, solicitor or canvasser shall enter or attempt to enter a residence, house, apartment or other dwelling in the city without an express invitation from an adult occupant of the residence, house, apartment or other dwelling.

(C) No peddler, solicitor or seller shall engage in any peddling, solicitation or selling other than that specified in the license application, and without proper display of the license required herein.

(D) No peddler, solicitor or canvasser shall by any device make unlawful noises, nor shall any peddler, solicitor or canvasser remain at the residence, house, apartment or other dwelling in the city without the consent of an adult occupant of the residence, house, apartment or other dwelling in the city.

(Ord. 2002-20, passed 2-3-03) Penalty, see § [114.99](#)

#### **§ 114.06 RESIDENT PROHIBITION BY NOTICE.**

Notwithstanding any other provision of this chapter, no peddler, solicitor, seller or canvasser, while soliciting, selling or canvassing, shall call upon, knock at the door or ring the door bell of any residence, house, apartment or other dwelling in the city upon which there is posted at the entrance a notice which reads “No Peddlers, Solicitors or Canvassers Allowed”, or words of similar import, which clearly prohibit peddlers, solicitors and canvassers on the premises, unless such peddler, solicitor or canvasser has previously been invited upon the premises by the owner, lessee or an adult occupant thereof.

(Ord. 2002-20, passed 2-3-03) Penalty, see § [114.99](#)

