

Richlandtown Borough
Application for Solicitation License

Pursuant to Section 13-102 of the Code of Ordinances

Please note that any Application for Solicitation License must be submitted a minimum of 24 hours prior to solicitation for approval.

Applicant Information

Solicitor Name: _____ Solicitor Phone Number: _____
Solicitor Email Address: _____
Business Name: _____ Business Phone Number: _____
Business Address: _____
City: _____ State: _____ Zip Code: _____

Solicitation Information

Date(s) of Solicitation (1 month maximum): _____
Description of Goods/Wares/Merchandise: _____
Will individual/business be seeking financial or other contributions? Yes or No
Location of Sale (pending Borough approval): _____
Vehicle(s) to be Used? (Circle one): Yes or No
Make & Model of Vehicle: _____ License Plate No: _____
Make & Model of Vehicle: _____ License Plate No: _____

Requirements

1. Appropriate fees enclosed with this form (\$50 base + \$20/day, \$100/week or \$200/month).
2. Valid identification for each person taking part in the business activity (state driver's license or ID containing applicant's photo & address).
3. Valid copy of any required state or county licenses (i.e., PA Mobile Food Facility license, Bucks Co Dept of Health Operation of Food Facility, etc).
4. Results of completed and valid background check for each person taking part in the business activity.
PA residents: Pennsylvania Access to Criminal History (P.A.T.C.H.) or similar
Non-PA residents: Criminal History Record Information (CHRI) or similar

Please also list any prior arrests and/or felony charges with explanation: _____

5. Verification that solicitor has read and understood the conditions of the Transient Retail Businesses ordinance (initial here: _____).

****This is to certify that the necessary application has been filed and that permission is granted to solicit (type of solicitation) _____ in Richlandtown Borough on the date indicated here _____, expiring on _____.

Approved By: _____ Date Issued: _____ License No: _____

(SEAL)