

**CITY OF EDGEWATER  
CITY CLERK'S OFFICE**

104 North Riverside Drive  
Edgewater, Florida 32132

cityclerk@cityofedgewater.org

Phone: (386) 424-2400 X 1102

FAX: (386) 424-2410



**SOLICITORS PERMIT APPLICATION**

Each person wishing to Peddle, Solicit, or Canvass within in the City of Edgewater must submit an application to the City Clerk. An application fee of \$30.00 per business and a \$15 fee per person for the background check (if not completed and on file for previous 12 months) must accompany the completed application. A Peddler, Solicitor and Canvasser Registration shall be valid for a period not to exceed three months.

The City requires a criminal background check for each person listed on the application. No work can be initiated within the City of Edgewater while the process is ongoing and prior to receipt of the background check and review by the Police Department. Once this review is complete, the City Clerk's Department will notify you of the status of your permit.

Applications for peddlers, solicitors and canvassers shall be submitted to the City Clerk's office no fewer than five working days in advance of the date upon which the applicant wishes to commence solicitations.

An incomplete application will delay the permitting process.

**The following items must be submitted with the application:**

- 1) Drivers License or State Issued Identification Card
- 2) City or County Business Tax Receipt
- 3) State License (If Applicable)
- 4) Two photographs of the applicant taken within 60 days immediately prior to the date of filing of the application, which shall be at least two inches by two inches, showing the head and shoulder of the applicant in a clear and distinguishable manner.
- 5) Fingerprints (may be obtained at the Edgewater Police Department for a fee of \$10)

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Office Use Only

Application Fee \$30

Background Check (\$15/person) \$ \_\_\_\_\_

Total Amount Due \$ \_\_\_\_\_

All statements made by the applicant upon this application or in connection therewith, shall be under oath. Please print.

**BUSINESS INFORMATION**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name and Title of an officer of such organization who can verify the authority of the applicant to represent the organization \_\_\_\_\_

**APPLICANT INFORMATION**

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Drivers License Number \_\_\_\_\_ State of Issuance \_\_\_\_\_

Permanent Address (Include City & State) \_\_\_\_\_

Telephone Number \_\_\_\_\_

Temporary Address (Include City & State) \_\_\_\_\_

**LIST ALL VEHICLES TO BE USED**

Make/Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_

Tag Number \_\_\_\_\_ Drivers Name \_\_\_\_\_  
(Attach copy of DL)

Make/Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_

Tag Number \_\_\_\_\_ Drivers Name \_\_\_\_\_  
(Attach copy of DL)

The date(s) of solicitation/business sales is to be conducted in the City of Edgewater:

\_\_\_\_\_

The nature of solicitation to be conducted and a brief description of any goods or services offered: \_\_\_\_\_

The proposed method of delivery of goods or services: \_\_\_\_\_

Place where applicant can be contacted for at least seven days after leaving the City: \_\_\_\_\_

Name of three previous cities where applicant (or organization representative) conducted similar solicitations:

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

Have you had any convictions, nolo-contendere pleas or forfeitures for violating any local, state or federal law, excluding traffic fines of \$50 or less Yes  No  If yes, describe the nature, location and penalty imposed:

Have you and/or represented organization:

1) Engaged in solicitation of a similar nature in the City before? Yes  No

2) If so, has any license, permit or registration issued by the City ever been revoked? Yes  No

I have read and agree to all of the above conditions and agree that the application is complete and correct.

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

STATE OF FLORIDA  
COUNTY OF VOLUSIA

Before me this day personally appeared \_\_\_\_\_ who, being duly sworn, deposes and says the application is true and correct. Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Personally known \_\_\_\_\_ or produced identification \_\_\_\_\_ type of identification \_\_\_\_\_

\_\_\_\_\_  
Notary Signature  
Commission Expiration \_\_\_\_\_

Do not Write Below This Line – Office Use Only

**Police Department**

We have reviewed and approve \_\_\_\_\_ not approve \_\_\_\_\_ the registration of this applicant.

Review completed by \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

**City Clerk's Office**

Registration has been \_\_\_\_\_ approved \_\_\_\_\_ denied

Date \_\_\_\_\_ Signature \_\_\_\_\_

**ADDITIONAL APPLICANTS INFORMATION**

Date \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Alias \_\_\_\_\_

Race \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_

Current Address \_\_\_\_\_  
Street City State Zip Code

Drivers License Number \_\_\_\_\_  
(attach copy of Drivers License)

**VEHICLE USED BY APPLICANT**

MAKE/COLOR \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

TAG NUMBER \_\_\_\_\_

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1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_  
Notary Signature Commission Expiration \_\_\_\_\_