INSTRUCTIONS TO APPLICANTS FOR PEDDLER, SOLICITOR AND CANVASSER REGISTRATION

Please return the completed application to the City Clerk's office. You should be aware that failure to fully and truthfully disclose information could result in your application being denied. Applications can generally be processed immediately. However, should there be a delay in processing your application, you must NOT peddle, solicit or canvass within the City limits of the City of Moscow without a valid registration issued from this office. Failure to adhere could result in your arrest.

Please thoroughly read the attached information from the Moscow City Code Title 9, Chapter 3: Peddlers, Solicitors, and Canvassers.

Also please be aware that solicitation or canvassing by individuals or organizations on the University of Idaho property without prior approval by the President or the President's designee (normally the dean of Student Advisory Services) may be prohibited. Please check with the proper authorities at the University before soliciting on University property.

If approved, your registration will be valid for one year from date of issuance. YOU MUST CARRY YOUR REGISTRATION CARD WITH YOU AT ALL TIMES WHEN SOLICITING WITHIN THE CITY LIMITS.

Registration fee for Peddlers, Solicitors, and Canvassers: $50.00

Fee must be paid when application is submitted.

CHECKLIST FOR ACQUIRING SOLICITOR/PEDDLER/CANVASSER REGISTRATION:

1. Complete and signed application

2. Recent photo (must have been taken within sixty days immediately prior to date of application and should be a least two inches by two inches, showing the head and shoulders)

3. Fingerprints (obtained at the Moscow Police Department only).

4. $50.00 fee per application

If you have any questions, please feel free to contact me.

Thank you.
Chris Bainbridge, City Clerk
(208) 883-7015

CITY OF MOSCOW
REGISTRATION APPLICATION FOR
PEDDLER, SOLICITOR, OR CANVASSER

PLEASE PRINT OR TYPE **Application fee: $50.00**

Name_____
LAST FIRST MIDDLE

_____ _____
SOCIAL SECURITY NUMBER DRIVER'S LICENSE NO. STATE ISSUED

_____ _____
DATE OF BIRTH PLACE OF BIRTH CITY STATE

Permanent Home Address:

_____
Street Name & Number

_____
City State Zip

Local Address:

_____
Street Name & Number

_____
City State Zip

Business Name or Employer's Name: _____

Business Address: _____Business Fax: _____

Home Phone: _____ Business Phone: _____

Briefly describe the nature of business and goods to be sold or services to be performed: _____

_____

_____

_____

State the place of manufacture or production of the goods to be offered for sale:

_____

Present location of such goods: _____

Proposed method of delivery: _____

Have you ever been convicted of any crime, misdemeanor, or violation of City ordinances?
[ ] YES [ ] NO

If you answered "YES" above, please state the following for each offense:

DATE OF OFFENSE	NATURE OF OFFENSE	PENALTY ASSESSED

ATTACH A PHOTOGRAPH taken within the last sixty (60) days of the date of this application. The photograph shall be approximately two (2) inches by two (2) inches and show head and shoulders in a clear and distinguishing manner.

APPLICATION FEE OF $50.00 MUST BE SUBMITTED WITH THIS APPLICATION. **FEE IS NON-REFUNDABLE**. IF APPROVED, REGISTRATION PERIOD IS GOOD FOR ONE YEAR FROM DATE OF ISSUANCE.

A COMPLETE SET OF FINGERPRINTS MUST BE OBTAINED FROM THE MOSCOW POLICE DEPARTMENT AND SUBMITTED WITH THIS APPLICATION.

THIS FORM MUST BE SIGNED BEFORE A NOTARY PUBLIC

I, _____ the undersigned applicant, understand that if a peddler, solicitor or canvasser registration is granted to me, it will not be used or represented as an endorsement by the City of Moscow for solicitations thereunder. I also declare that I have read all of the above, **and declare under penalty of** perjury that each and every statement made is true, correct and complete.

_____ _____

Today's Date Applicant's Signature

STATE OF IDAHO)
) ss.
County of Latah)

On this ____ day of _____, 200__, before me the undersigned Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence, to be the person whose name is subscribed to the within instrument, and acknowledged that (s)he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

_____
NOTARY PUBLIC in and for the State of Idaho
Residing at _____
My Commission expires: _____