



Incorporated October 22, 1956

CITY OF SARATOGA

13777 FRUITVALE AVENUE • SARATOGA, CALIFORNIA 95070

INSTRUCTIONS FOR COMMERCIAL SOLICITOR/PEDDLER APPLICANT

Please read the following instructions carefully.

1. Complete the attached Solicitor's permit application. All applicants are required to have a current Saratoga City Business license.
2. Processing fees are based on the number of persons to be working. Fees are not refundable should the City deny the permit. A badge fee is also included in the application.
3. The solicitor information sheet must be completely filled out. This form will be submitted to the Santa Clara County Sheriff's Department for their review and approval.
4. You will be contacted when the permit has been approved. A photo identification session will be scheduled for all persons approved to solicit. **These badges must be worn at all times.**
5. The permit issued shall be valid for up to one year from the date of issuance, and shall be subject to any conditions as may be imposed by the City Manager, the Planning Director, or the Sheriff's Department. The permit must be carried on persons soliciting/peddling at all times.
6. If you should have any questions call (408) 868-1214.

PLEASE ALLOW 3-4 WEEKS FOR PROCESSING!

SOLICITOR/PEDDLER FEE SCHEDULE

NEW PERMIT

Commercial solicitor/peddler fees:

CHECK APPROPRIATE FEE

One solicitor/peddler	\$100.00	_____
Two-five solicitors/peddler	\$150.00	_____
Six-ten solicitors/peddlers	\$250.00	_____
Eleven-twenty solicitors/peddlers	\$300.00	_____
Twenty-one and over solicitors/peddlers	\$350.00	_____

Photo I.D. Badge Fee

Number of persons _____ X \$25.00 = _____

TOTAL FEES DUE: _____

IF FEES ARE PAID BEFORE CURRENT PERMIT EXPIRES!

RENEWAL PERMIT

Commercial solicitor/peddler fees:

CHECK APPROPRIATE FEE

One solicitor/peddler	\$ 50.00	_____
Two-five solicitors/peddler	\$ 75.00	_____
Six-ten solicitors/peddlers	\$125.00	_____
Eleven-twenty solicitors/peddlers	\$150.00	_____
Twenty-one and over solicitors/peddlers	\$175.00	_____

Photo I.D. Badge Fee

Number of persons _____ X \$25.00 = _____

TOTAL FEES DUE: _____

NON-PROFIT SOLICITOR/PEDDLERS

No fee will be charged if current documentation from the IRS or Franchise Tax Board supports claim of non-profit status. All applicants will also be required to obtain a Saratoga Business license. There will be no charge.



CITY OF SARATOGA

13777 FRUITVALE AVENUE • SARATOGA, CALIFORNIA 95070

Incorporated October 22, 1956

APPLICATION FOR SOLICITOR/PEDDLER PERMIT

BUSINESS NAME: _____	PHONE: _____
BUSINESS ADDRESS: _____	
OWNER NAME: _____	PHONE: _____
HOME ADDRESS: _____	
MAILING ADDRESS: (IF DIFFERENT) _____	
CONTACT PERSON FOR THIS PERMIT: _____	PHONE: _____

CHECK ONE:

Type of Business: Commercial/Profit _____ Saratoga Business Lic #: _____ Expires: _____

Non-profit Organization _____ IRS Statement Attached: _____ Total Number of Persons soliciting: _____

State dates _____ and times _____ during which the soliciting or peddling will be conducted.

1. Give a complete description of business, activity, program or other purpose for which peddling or solicitation will be made.

2. List all particulars in regards to any felony or misdemeanor offenses which the applicant or any agent/solicitor has been convicted. (List by applicant name, date, offense.)

3. List any other cities within Santa Clara County where applicant has engaged in peddling or soliciting with a valid city/county permit. List names of person/agency issuing the permit along with their phone numbers.

AFFIDAVIT

I DECLARE UNDER PENALTY OF MAKING A FALSE STATEMENT THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE:

PRINT NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY:	
PERMIT FEES DUE: _____	PERMIT #: _____
BADGES FEES DUE: _____	RECEIPT #: _____
DATE APPLICATION RECEIVED: _____	EXPIRATION: _____

ADDITIONAL SOLICITOR/PEDDLER INFORMATION SHEET

A: (Must be filled out completely)

NAME: _____ DATE OF BIRTH: _____
HOME ADDRESS: _____ CONTACT PHONE: () _____
CITY: _____ STATE: _____ ZIP: _____
DRIVER'S LICENSE #: _____ EXPIRES: _____ STATE: _____
EMAIL: _____

B:

NAME: _____ DATE OF BIRTH: _____
HOME ADDRESS: _____ CONTACT PHONE: () _____
CITY: _____ STATE: _____ ZIP: _____
DRIVER'S LICENSE #: _____ EXPIRES: _____ STATE: _____
EMAIL: _____

C:

NAME: _____ DATE OF BIRTH: _____
HOME ADDRESS: _____ CONTACT PHONE: () _____
CITY: _____ STATE: _____ ZIP: _____
DRIVER'S LICENSE #: _____ EXPIRES: _____ STATE: _____
EMAIL: _____

A: VEHICLES USED IN SOLICITING/PEDDLING ACTIVITY

REGISTERED OWNER: _____ VEHICLE LICENSE #: _____
VEHICLE STATE: _____ YEAR: _____ MAKE: _____ MODEL: _____ COLOR: _____

B:

REGISTERED OWNER: _____ VEHICLE LICENSE #: _____
VEHICLE STATE: _____ YEAR: _____ MAKE: _____ MODEL: _____ COLOR: _____

C:

REGISTERED OWNER: _____ VEHICLE LICENSE #: _____
VEHICLE STATE: _____ YEAR: _____ MAKE: _____ MODEL: _____ COLOR: _____

I certify under penalty of perjury that the above information provided is true and correct to the best of my knowledge.

A: _____
Applicant's signature Date

B: _____
Applicant's signature Date

C: _____
Applicant's signature Date

SOLICITOR TERMS AND CONDITIONS

* Please read and sign the following:

1. Every person licensed as a peddler/solicitor shall wear the identification badge issued by the City, in a prominent position on outer clothing so it is visible to each prospective customer at all times. Licenses, permits and identification badges are not transferable. Any attempted transfer will invalidate the permit/license.
2. No person shall peddle or solicit, or attempt either at or upon the premises of any residential dwelling unit or business establishment where a posted "NO SOLICITORS" or "NO TRESPASSERS" or similar sign is posted upon the premises. Violation of this regulation will result in a citation and in the revocation of the solicitor/peddler permit.
3. No person may throw, distribute, deposit, circulate or in any other way leave any handbill, circular or other advertising material or device at any residence or business, without first having he express consent or request of an adult resident or occupant of the property. It is a misdemeanor to leave any such items upon any yard, driveway, porch or doorstep on any property in the City. No one may throw, distribute, deposit, circulate or in any other way leave any advertising sample or device or other merchandise of any kind, except into the hands of an adult resident or occupant of the property.
4. Commercial peddling or soliciting may be conducted between the hours of 8:00 a.m. and 7:00 p.m. of any day. Persons soliciting in violation of these hours will be cited.
5. Anyone who knowingly and willfully deposits any material that can be mailed such as statements of account, circulars, sale bills, or other like matter, on which no postage has been paid, in any letterbox established, approved, or accepted by the Postmaster General for the receipt or delivery of mail matter or any route with intent to avoid payment of lawful postage thereon, shall be fined for each offense.
6. The city of Saratoga has the right to revoke your permit with just cause.

I have read the requirements above and agree to comply with the terms and conditions with regards to the City of Saratoga solicitor/peddler instructions and application.

Applicant's signature

Date

* Each applicant must sign a Terms and Conditions form. Make copies if necessary.