



SOLICITATION PERMIT APPLICATION

Town of Galena | 101 S. Main St. | Galena, Maryland, 21635 - 410.648.5151

Website: townofgalena.com | Email: info@townofgalena.com

DATE SUBMITTED: _____ PERMIT #: _____ RECEIVED BY: _____

APPLICATION FEE: _____ CASH _____

CREDIT AUTHORIZATION NO.: _____

(note: a fee will be charged based on the amount and what type of card it is, there is no set amount.)

Key Information

- A separate permit shall be required for every person involved in commercial home solicitation or handbill distribution, **and will be required to show proof of permit upon request.**
- A separate permit shall be required for each company or entity involved in commercial home solicitation or handbill distribution
- No one permit will be valid for multiple people, companies, or entities
- A permit is valid for the duration of the current calendar year
- It shall be the responsibility of an applicant to update the information provided on application for a handbill distribution permit as such information may change.
- A permit will not be issued if an applicant answers to the affirmative in subsection "Background Information" of this application.
- Hours solicitation are – M-onday - Friday 9am - 6pm, Saturday 9am - 12pm. **NO SOLICITATION ON SUNDAYS**
- Violations of this permit will result in an automatic \$5,000 fine per incident. Solicitors must wear visible proof of Identification when approaching customers.

Permit Documents

- Photocopy of Current Driver's License or other state-approved identification.
- Proof of insurance for all vehicles to be operated in the Town.
- Proof of any and all state licenses.

Applicant Information

Name: _____

Business Name: _____

Applicant's Name: _____ Phone: _____

Authorized Signer: _____

Unless it is same as applicant

Email Address: _____

Street Address: _____

City, State, ZIP: _____

Driver's License #: _____ DOB: _____

Desired Calendar Year

What is the desired calendar year in which the applicant will be engaging in commercial home solicitation or handbill distribution activities? _____



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Vehicles

State the make, model, body style, license plate #, and VIN # of each motor vehicle to be used in the Town in the table below:

MAKE	MODEL	BODY STYLE	LICENSE PLATE #	VIN #

Nature of Solicitation

What is the nature of solicitation? (i.e. the merchandise to be sold or offered for sale; or the nature of the services to be furnished; or the type of pamphlets or handbills to be distributed)

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Names of Cities

Name all cities in which the applicant has conducted solicitation or handbill distribution in the past six months in the table below:

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.



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Payment of Goods

Describe whether you or your business will receive a payment of goods or services at the time of solicitation or will demand, accept or receive payment or the deposit of money in advance of final delivery, and if so, the amount sought or the basis for calculation of such payment.

Background Information

1. Has the applicant, or the applicant's employer or principal pled guilty, or nolo contendere to, or been convicted of a felony or misdemeanor involving fraud, deceit, theft, embezzlement, burglary, larceny, fraudulent conversion, misrepresentation, or misappropriation of property within ten years preceding the date of application?

☐ Yes

OR

☐ No

If yes, provide a description of each such conviction or plea, the name of the court and jurisdiction in which the complaint or indictment was filed and the date of the offense.

COURT	JURISDICTION	DATE	DESCRIPTION



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2. Has the applicant, or the applicant's employer or principal a person against whom a civil judgment or administrative decision based upon fraud, deceit, theft, embezzlement, burglary, larceny, fraudulent conversion, misrepresentation, or misappropriation of property has been entered or ordered within ten years preceding the date of application?

☐ Yes

OR

☐ No

If yes, provide a description of judgment or action, the case or cause number, if any, and the court or administrative agency that rendered the judgment or decision.

COURT	AGENCY	CASE #	DESCRIPTION

The Town of Galena may reject incomplete applications.

Authorized Personnel Only.

Zoning Coordinator _____

Approved: _____ Date: _____

Denied: _____ Reason: _____



**RESOLUTION
10-1
LICENSE FEES**

WHEREAS, Section 5-105 License Fee of Article 1. Soliciting of CHAPTER V BUSINESS AND TRADE, of the Code of Ordinances of the Town of Galena, states: "Unless otherwise provided in the Chapter, the Mayor and Council shall from time to time, pass a resolution establishing the license fees to be paid by various business categories under the provisions of this Article." and,

WHEREAS, " The annual fees herein provided shall be assessed on a calendar year basis on or after July 1st in the amount stipulated by the Mayor and Council. and,

WHEREAS, In the event a nonprofit, civic fraternal or welfare organization wishes to engage in activities controlled by this Article, they shall register with the city and secure all needed permits, however, for such an organization, the permit fee shall be waived. and,

THEREFORE, It shall be the duty of the Town Administrator or his or her designee to insure that each licensee is thoroughly familiar with provisions of referenced Article, and

NOW THEREFORE, After reviewing this resolution we the Mayor and Council do hereby establish a fee of ~~\$5,000.00~~ to be paid annually as prescribed in referenced Article, and

NOW WE, The Mayor and Council do hereby affirm and approve this resolution by affixing our signature (s) of approval effective this the 7th day of September, 2010.,

MAYOR AND COUNCIL TOWN OF GALENA

Ayes 4


Harry J. Pisapia, Mayor

Nays _____


Kirk J. Blackard, Council Member

Abstentions _____


Elizabeth Carroll, Council Member

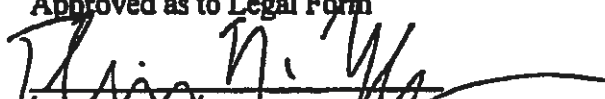
ATTEST:


Donald E. Othoson, Council Member


Barbara A. Shaw, Clerk

Sam Sessa II, Council Member

Approved as to Legal Form


Thomas N. Yeagar, Attorney-at-Law