

VILLAGE OF GLORIA GLENS PARK
MEDINA COUNTY, OHIO

**DOOR TO DOOR AND PUBLIC PROPERTY SOLICITATION
REGULATIONS**

ORDINANCE NO. 2009-11

**A. DOOR TO DOOR AND PUBLIC PROPERTY SOLICITATION PROHIBITED
WITHOUT A PERMIT; EXCEPTIONS**

1. No person shall solicit anyone on public property within the Village or call at any residence or place of business within the Village without the invitation or previous consent of the owner or occupant to attempt to sell goods or services of any kind, solicit orders or subscriptions for the purchase of goods or services of any kind, or solicit contributions of cash or any other property for any purpose or reason without first having obtained a Solicitation Permit from the Village.
2. In this Ordinance “Public Property” includes all Village buildings, roads, parks, parking lots, rights-of-way or other areas open to the public or to residents of the Village.

**B. THIS SECTION AND PROHIBITION SHALL NOT APPLY TO ANY OF THE
FOLLOWING PERSONS:**

1. Students enrolled in any school in the Cloverleaf School District who are soliciting contributions, sales or orders for the benefit of their school or for any school-related activity or purpose; and
2. Persons seeking contributions by or on behalf of organizations which have been accorded exempt status under Section 501(C)(3) of the United States Internal Revenue Code; and
3. Persons who are providing information, literature or other communication regarding political issues, political candidates or any religious institution or religion.

C. PERMIT APPLICATION PROCESS

1. APPLICATION – Applications for Solicitation Permits shall be made upon a form provided by the Village Fiscal Officer, which may also be made available by download from the Village website and can be submitted in person, by mail or by fax transmission to the Village Fiscal Officer. The applicant shall designate whether he or she wants the permit, if approved, to be returned by way of pickup by the applicant, fax transmission, regular mail or other means. Each application shall contain the name, address and phone number of the person submitting the application, a copy of a valid picture identification for the applicant, and the name, address and telephone number of the organization or employer for which

he or she purports to act, if any, the nature of the goods or services for which he or she will attempt to make sales, take orders, offer for sale, or solicit subscriptions, the dates which the applicant expects to be making solicitations within the Village, and such other information as the Village Fiscal Officer may reasonably require. No permit will be valid for more than thirty (30) days after it is issued.

2. BACKGROUND CHECK. The applicant authorizes a criminal background check upon himself or herself by the Village by making application for a permit and if the check reveals that the applicant or permit holder has been convicted of a crime or if a misrepresentation is made on an application for a permit, the application may be denied by the Village Fiscal Officer.
3. GROUP APPLICATIONS. An organization which desires to place a number of persons in the Village simultaneously or over a period of time may make a group application to cover all of such persons, provided the information required in any application is submitted for each person. Separate Solicitation Permits shall be issued to each such person.
4. FEE SCHEDULE. The Council of the Village may establish a schedule of fees for applications, background checks and other matters required to be performed by the Village Fiscal Officer in administering these provisions which shall be payable by the applicant before any permit is issued.

D. TIME LIMIT ON SOLICITATION

No person shall engage in solicitation of any kind within the Village except between sunrise and sunset each day.

E. DISPLAY OF PERMIT.

Any person soliciting within the Village pursuant to a permit issued under this Ordinance shall display the permit upon request to the owner or occupant of any property within the Village and to any Village official upon request.

F. APPEAL.

Any person who has had a Solicitation Permit revoked or for whom the Village Fiscal Officer has refused to issue a Solicitation Permit upon application may appeal the decision in writing to the Mayor of the Village within five (5) days following the revocation or disapproval setting forth the reasons such action should not have been taken. The Mayor will notify such appellant within seven (7) days after the date of receipt of the written appeal of his decision.

G. PENALTIES

Whoever violates of this Ordinance is guilty of a minor misdemeanor for the first offense and a misdemeanor of the fourth offense for any subsequent offense occurring within a twelve (12) month period.

Village of Gloria Glens Solicitation Permit Application Procedures:

1. Obtain a Solicitation Application. Applications can be printed from the Village website: gloriaglens.net. If you would like a copy of the application call: 330-769-4617 and leave a message. You may also request an application by sending an email to: pkennedy@gloriaglens.org or to: drunser@gloriaglens.org.
2. Fill out the application completely. Incomplete applications will be rejected.
3. Attach a copy of your photo ID or Drivers License.
4. If applicable, attach a copy of your WebCheck. A WebCheck can be obtained from the Medina County Sheriff's Office. Call 330-725-0028 to make an appointment. Applicant pays any fees required for a WebCheck.
5. Submit Application and all required documents to the Village of Gloria Glens. Submit Application at least two (2) weeks prior to the time you would like to solicit. Processing time may take up to ten (10) business days. Applications may be left at the DROP BOX located by the north door of the Village Hall at 7966 Lake Road. Applications may also be faxed to: 330-769-3937. You may also mail the Application to: Village of Gloria Glens, P. O. Box 457, Chippewa Lake, OH 44215.
6. Make sure your phone numbers are accurate; you will be advised via phone when your permit is ready.

**Village of Gloria Glens
Medina County, Ohio**

Application for Solicitation Permit

This form must be filled out entirely. A copy of a valid picture ID must be attached to the application. A separate application must be submitted for EACH person that is going to solicit. Permits may be issued under a business or organization name but each person soliciting must have a separate permit. A background check may be required. Check with the Village Clerk to see if you need a background check. Background checks may be obtained from the Medina County Sheriff's Office. Call 330-725-0028 to schedule an appointment for a WebCheck. There is a fee. Applicant pays all costs associated with the background check.

Application Date: _____

Applicant Name: _____ Phone No.: _____

Address: _____

Applicant's Date of Birth: _____ Type of Photo ID Submitted: _____

Photo ID/License Number: _____

Nature of Solicitation (what kind of sales, subscriptions, order, etc.): _____

Business/Organization Name: (if any) _____

Address: _____ Phone No.: _____

Dates Soliciting in the Village: _____

Return Permit by:

_____ Pick up _____ Fax to: _____ Other: _____

_____ Mail to: _____

VILLAGE USE ONLY

Application Number: _____

Date Application Received: _____

Background Check Required: _____ Yes _____ No

Approved/Denied: _____

Official Signature: _____

Permit No.: _____

Date Issued: _____

Expiration Date: _____