



## PEDDLER AND SOLICITOR

*(Evansville Municipal Code Chapter 5.20 Peddlers and Solicitors)*

### APPLICATION SUBMISSION

- No person shall engage in the business of hawking or peddling, with or without a vehicle or handcart, on or about the streets, alleys, hotels, business houses, private dwellings, or any public or private place in the City, or offer for sale from house to house or door to door, any jewelry, cutlery, clocks, medicine, goods, wares, or merchandise of any kind, or any meats, fish, fruits, produce, ice-cream, or other articles or things, or take orders for such goods, wares, or other articles or things, for immediate or future delivery, without first obtaining a license therefor as provided in this title.
- If only selling to retailers, must have an Indiana Dept of Revenue Tax ID Number and a Retail Merchant.

### LICENSE FEE

- **\$50.00 Annually / \$30.00 Semi-Annually** (issued after June 30<sup>th</sup>)  
Peddlers, including hucksters, hawkers, itinerant peddlers, and persons taking orders or selling by sample when using wagon, cart or motor or other vehicle, not manually propelled, from which sales are made.
- **\$5.00 Annually / \$3.00 Semi-Annually** (issued after June 30<sup>th</sup>)  
Door-to-Door to solicit future business

### CONTROLLER'S OFFICE

1. Application
2. State-issued identification (driver's license)
3. Pay the fee
  - a. May pay by cash, check, or money order
  - b. Make check or money order payable to City of Evansville
4. Copy of the background check (police dept will provide)

### POLICE DEPARTMENT

1. Application
2. State-issued identification (driver's license)
3. Fees: Pay by check or money order, payable to Evansville Police Dept
  - a. Fingerprinting Fee - **\$10.00** (one-time)
  - b. Limited Criminal History Check Fee - **\$10.00** (each occurrence)
  - c. EPD does not accept cash

### SPECIAL NOTES

- Term: Expires on the 31<sup>st</sup> of December each year
- Must be at least 16 years old
- Shall not exceed 15 minutes in same location
- Produce dealer who grow their own produce and using a scale need to contact Weights and Measures. (812) 435-5745; 2901 E Morgan Ave, Evansville, IN 47711
- Produce dealer who do not grow their own produce, is a peddler
- If selling from private property (store/gas station), must have permission from the owner



CITY OF EVANSVILLE  
 CONTROLLER'S OFFICE  
 1 NW MLK JR. BLVD, ROOM 300  
 EVANSVILLE, IN 47708

**PEDDLER AND SOLICITOR**

(Evansville Municipal Code Chapter 5.20 Peddlers and Solicitors)

PERMIT TERMS: BEGINNING DATE \_\_\_\_\_ ENDING DATE 12/31/ \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

\*\*\*\*\*

Are you delivering the product on the spot? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you going door to door, carrying the items with you to sell? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you selling from the back of a vehicle or portable cart/table? YES \_\_\_\_\_ NO \_\_\_\_\_

Will you be moving from location to location? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you selling on behalf of a nationally recognized company? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you going door to door to solicit future business? YES \_\_\_\_\_ NO \_\_\_\_\_

Please list **ALL** items below that you will be selling \_\_\_\_\_

\*If this list changes before your license expires, you are required to repetition, without additional cost, to the City Controller's Office before selling additional items.

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Door-to-Door to solicit future business

\*\*\*\*\*

I, \_\_\_\_\_, state that the facts contained in and attached to this application are true, as I am informed and verily believe.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

\*\*\*\*\*

**CONTROLLER'S OFFICE USE ONLY**

CHECK NUMBER \_\_\_\_\_ ACCOUNT NUMBER \_\_\_\_\_

RECEIPT NUMBER \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_

LICENSE CLERK \_\_\_\_\_ BILL NUMBER \_\_\_\_\_