

City of Sylvania Peddler/Solicitor License Application

Non-refundable fees totaling \$65 must be submitted for each person applying for a permit, working for the business.

This fee includes a \$25 peddler/solicitor fee and a \$40 Bureau of Criminal Investigation (BCI) background check fee. Each application should be delivered by the applicant because at that time the BCI background check will be completed by the applicant, in person. Individuals or corporations peddling/soliciting on behalf of an educational, religious, civic or charitable organization shall not be required to pay the \$25 license fee (approved in advance by the Chief of Police).

The following information must be provided for each person soliciting on behalf of the business and is subject to approval. The applicant must not peddle/solicit until approved by the Chief of Police.

A copy of an approved permit must be on your person whenever peddling/soliciting in the City of Sylvania, Ohio.

Business Name: _____ Business Phone: _____

Business Address: _____

Contact Phone: _____ Contact email: _____

Description of the nature of the business and the merchandise/services to be sold:

Name of Applicant: _____ Applicant Date of Birth: _____

*******Criminal History:*******

Have you ever been convicted of a crime? _____ If yes, please give complete details such as: location, date, offense, charge(s) filed, outcome of charge(s) against you; give complete details:

I have received a copy of the Codified Ordinance of the City of Sylvania, Ohio, Chapter 735 that details soliciting within the City limits. I have read and understand that I am required to abide by the provisions thereof.

Applicant Signature: _____ Date: _____

PERMIT INFORMATION: (for office use only)

The above applicant is hereby granted this license to peddle/solicit within the City of Sylvania, Ohio pursuant to the provisions of SMC, Chapter 735. This license is good for a maximum of 180 days, valid _____ through _____.

_____ Date of Approval: _____

Danilynn Miller, Chief of Police

\$25 permit fee received by: _____ \$40 BCI fee rec. by: _____ Receipt #: _____ BCI completed date: _____
(Chief's office: _____ permit fee waived _____ BCI fee waived) BCI results returned to Chief's office date: _____

Sylvania Police Division, 6635 Maplewood, Sylvania, Ohio 43560
Records: 419-885-8902 / Fax: 419-885-8914 / e-mail: records@sylvaniapolice.com
Hours to accept applications and to complete BCI checks: M – F 8 a.m. to 7 p.m.