



CITY OF COCONUT CREEK

Solicitors Application

REQUIREMENTS

1. Identification Card Required

All persons engaging in business as a canvasser, charitable solicitor or solicitor shall be required to obtain an identification card from the City. The identification card shall be attached to the clothing at all times while engaging in the business within the City. There is a FIVE DOLLAR (\$5.00) non-waivable fee for each identification card issued by the City. Persons not engaged in face to face solicitation and who are distributing flyers, announcements, or notices are subject to the requirements of the solicitor regulations

2. Application Fee

Every person seeking to conduct a business as a canvasser, charitable solicitor, or solicitor shall file an application for an identification card from the City and submit an application to the Police Department. Any person or group issued a solicitor's permit under the provisions of this section shall pay a FIFTY DOLLAR (\$50.00) fee (\$25.00 fee after April 1). All solicitors' permits are **valid for ONE YEAR** starting at the beginning of the **fiscal year**. All permit fees (including security deposits) shall be waived if said organization shows proof of non-profit status.

3. Hours of Operation

A person or group issued a city solicitor's permit may solicit from the public only from 8:00 am to 8:00 pm, Monday through Friday, and from 9:00 am to 8:00 pm Saturday and Sunday. Violation of this requirement will result in immediate revocation of the solicitor's permit and issuance of a citation.

4. Location

It shall be unlawful for any canvasser, charitable solicitor, or solicitor to do business, except for city sponsored functions, within THREE HUNDRED (300) feet of any property used, owned, or operated for public or private school purposes, religious centers, or government buildings. This restriction shall include streets, sidewalks, and other public property and rights-of-way in the prohibited area.

5. Entrance to Premises Restricted

It shall be unlawful for any canvasser, charitable solicitor, or solicitor to enter upon any private property when the same is posted with a sign stating "no peddlers allowed" or "no solicitors" or other words to that effect.

APPLICATION CHECKLIST

Please check the applicable attachments

- Business Tax Receipt
- State Certification (required if Contractor or Subcontractor)
- Exemption Status 501C (if applicable)
- Professional License (required if your profession is certified by the Dept. of Business & Professional Regulations)
- Personal ID

COMPANY / ORGANIZATION INFORMATION

Company/Organization					
Contact Name			Type of Business		
Phone		Cell		Fax	
Email					
Address					

APPLICANT INFORMATION

Applicant Name					
Phone		Cell		Fax	
Address					
Email					
Location Authorized to Solicit					
Specify Type of Solicitation (flyers, announcements, or notices) <i>include copy</i>					

APPLICANT SIGNATURE

Signature		Print		Date	
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