

(Allow at least 72 hours for processing. During larger special events, applications must be received 7 days in advance.)

**APPLICANT INFORMATION**

\*\* Note: Applicant must be at least 14 years old. Work permit required for those under 16 years of age.

Full First Name: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

Business Name: \_\_\_\_\_ Male:  Female:  Date of birth: \_\_\_\_\_

Permanent Address (No. and Street): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Other Phone #: \_\_\_\_\_

Have you ever been convicted of any misdemeanor or felony? Yes  No  If yes, list dates, places & dispositions:

Description of product and/or service to be sold: \_\_\_\_\_

**LICENSING INFORMATION**

(Refer to Chapter 12, Article X, on the City's website [www.porthuron.org](http://www.porthuron.org) for further information about the licenses and regulations)

Determine license you need and respond to questions:

**Check here if you are applying for a Peddler or Solicitor license**

- I plan to sell food, beverages, merchandise and/or hand out an advertisement about a product or service.
- I plan to be on **PUBLIC PROPERTY** (street corner, park, sidewalk, etc.) or I will sell going door-to-door in neighborhoods.
- I understand I can use a non-motorized, self-contained push cart. Additional accessories, such as containers, coolers or signs that are not attached to the cart are **prohibited**.
- An ID badge will be issued by the City and is required to be worn at all times while peddling or soliciting.

Select time period for license (license fee due with application\*):

- \$65: A one-month license (monthly renewal is \$30 and must be continuous)       \$150: Six-month license
- \$40: Four-day license, only one can be issued per calendar year       \$250: One-year license
- Yes, I will be using a vehicle      Plate #: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Color: \_\_\_\_\_

**Check here if you are applying for a Transient Merchant license** (this includes Auctioneers and those selling fireworks)

- I plan to use **PRIVATE PROPERTY** in a commercially-zoned district (example: business parking lots).
- Written permission from the property owner must be included with this application.
- Licenses are issued for a 30-day period and can be renewed up to three (3) additional months in a one-year time period.
- If food is being prepared and sold on-site for immediate consumption, license can be renewed for up to six (6) additional months.
- **License fee due with application\*: \$75 - First month; \$50 - Renewals; \$35 - Using additional sites during same sale period**

Sale dates: \_\_\_\_\_

Address of private property: \_\_\_\_\_

Property owner's name: \_\_\_\_\_

\*If an applicant is denied a license, the license fee paid with application will be refunded, less a \$25 processing fee.

**Initial each box after reading:**

\_\_\_\_\_ I hereby affirm that all other required licenses from the county and/or state have been obtained and that I am fully aware of the local, state and federal laws as they apply to this license and agree to comply with such laws.

\_\_\_\_\_ *Privacy Act Release:* I hereby affirm and acknowledge the rights of the Privacy Act passed by Congress and that no information can be provided to unauthorized personnel without my consent.

\_\_\_\_\_ I understand that this is an application and that I cannot engage in business until I have obtained the proper license from the City Clerk's office.

\_\_\_\_\_ Peddlers and Solicitors are restricted in certain City Parks. You will be informed which parks have restrictions at the time of the issuance of your ID badge. If you attempt to peddle or solicit in these City Parks, your license will be revoked and you will not be allowed to reapply for one year.

\_\_\_\_\_ I hereby affirm that the statements contained in this application are true to the best of my knowledge and belief.

Applicant's printed name: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_

**PEDDLERS or SOLICITORS - Submit with application**

\_\_\_\_\_ Copy of driver's license or other photo ID **must** be included      \_\_\_\_\_ Copy of County Health Dept. Certificate (if selling food items)  
 \_\_\_\_\_ License fee

**TRANSIENT MERCHANTS - Submit with application**

\_\_\_\_\_ Copy of driver's license or other photo ID **must** be included      \_\_\_\_\_ Copy of County Health Dept. Certificate (if selling food items)  
 \_\_\_\_\_ Written permission from property owner (*see form on next page*)      \_\_\_\_\_ A list of the Michigan Class "C" fireworks you plan to sell  
 \_\_\_\_\_ License fee

**Information or Questions**

For questions, contact the City Clerk's office at 810-984-9725. Completed applications, required documentation and appropriate licensing fee can be submitted to the Office of the City Clerk, 100 McMorran Boulevard, Port Huron, MI 48060. Additional forms can be found on the City's website at [www.porthuron.org](http://www.porthuron.org).

**(Below for office use only)**

<u>Peddler or Solicitor</u>	<u>Transient Merchant</u>										
<p><b>Included with application:</b></p> <p>_____ Driver's license or photo ID</p> <p>_____ County health dept. certificate</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><b><u>Date FEES paid</u></b></td> <td style="text-align: center;"><b><u>Renewals</u></b></td> </tr> <tr> <td>_____ \$65: Monthly</td> <td>_____ \$30: Renewal</td> </tr> <tr> <td>_____ \$40: 4-day license</td> <td>_____ \$30: Renewal</td> </tr> <tr> <td>_____ \$150: 6-months</td> <td>_____ \$30: Renewal</td> </tr> <tr> <td>_____ \$250: 1-year</td> <td>_____ \$30: Renewal</td> </tr> </table>	<b><u>Date FEES paid</u></b>	<b><u>Renewals</u></b>	_____ \$65: Monthly	_____ \$30: Renewal	_____ \$40: 4-day license	_____ \$30: Renewal	_____ \$150: 6-months	_____ \$30: Renewal	_____ \$250: 1-year	_____ \$30: Renewal	<p><b>Included with application:</b></p> <p>_____ Driver's license or photo ID</p> <p>_____ Written permission from property owner</p> <p>_____ County health dept. certificate</p> <p>_____ List of Michigan Class "C" fireworks</p> <p>_____ \$75 Monthly Fee Paid; \$50 Renewal; \$35 Extra Site</p> <p style="text-align: center;"><b><u>Sale periods</u></b></p> <p>_____</p> <p>_____</p>
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**APPROVALS**

Date: _____ Police Chief: _____ Treasurer: _____ City Clerk: _____	Date: _____ Income Tax Adm.: _____ Zoning Adm.: _____ Fire Chief: _____
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