

SALISBURY TOWNSHIP

2900 South Pike Avenue

Allentown, PA 18103

Phone: 610-797-4000



**PEDDLING AND SOLICITING PERMIT**

*(Pursuant to Ordinance No. 10-2011-570)*

This application must be completed **in its entirety** by each individual solicitor. If there are sections that do not apply, then insert "N/A" in that section. All applications shall be returned to the Police Department not less than fifteen (15) days before the start of any peddling or soliciting. Applications shall only be hand delivered to Salisbury Township at the above address Monday – Friday 8:30 AM – 4:30 PM; no other method of delivery will be accepted including mail, fax, or email. Each applicant shall submit two (2) forms of official photo identifications and shall pay a license fee in the amount of **\$50.00**. *Failure to accurately complete this form may be cause for rejection of this application.*

**PERMITTED HOURS FOR PEDDLING AND SOLICITING**

**Soliciting is permitted as follows: Monday through Sunday – 9:00 a.m. to 5:00 p.m.** – unless specifically having been invited to a house by the occupant or made an appointment with such person previously.

**APPLICANT INFORMATION (Please Print):**

Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Home Address \_\_\_\_\_

Temporary Address \_\_\_\_\_

Driver's License and State \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Hair Color \_\_\_\_\_ Eye Color \_\_\_\_\_

**VEHICLE INFORMATION:**

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

Registration Number \_\_\_\_\_ State \_\_\_\_\_

Owner's Name \_\_\_\_\_ Address \_\_\_\_\_

**EMPLOYER INFORMATION:**

**NON-PROFIT ORGANIZATION:** circle YES NO

Name: \_\_\_\_\_ Immediate Supervisor : \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Description of business, services or goods to be sold:**

\_\_\_\_\_  
\_\_\_\_\_

<b>Official Use Only</b>			
Issue Date: _____	Expiration Date: _____		
Issued by: _____	Date: _____	Denied: _____	Date: _____
<b>APPROVED PERMIT MUST BE CARRIED AND PRESENTED UPON REQUEST WHILE SOLICITING</b>			

**NOTE: Below are portions of Ord. No. 10-2011-570. Pursuant to the PA Right-to-Know Law, you may request a copy of the complete ordinance.**

### **SECTION 403. RULES OF CONDUCT**

Every person to whom a license has been issued hereunder shall, in the carrying on of his/her business or activities in the Township, comply with the following rules of conduct:

- A. He/She shall carry his/her license at all times and exhibit same, upon request, to any Township police officer or other appointed or elected official or any person whom he/she shall call upon or with whom he/she shall approach, address or talk to in carrying on his/her licensed activities.
- B. He/She shall not permit any other person to have possession of his/her license and shall immediately report its loss to the Police Department. He/She shall not cause nor permit his/her license card to be altered or defaced.
- C. He/She shall not enter or attempt to enter any dwelling house without the express invitation or permission of the occupant and shall immediately leave any premises upon request.
- D. He/She shall not represent his/her license to be an endorsement of himself/herself or of his/her goods or services or of the goods or services of his/her principal employer or charitable, religious, political, educational or philanthropic organizations.
- E. He/She shall immediately surrender his/her license upon revocation of his/her license as hereinafter provided.
- F. He/She shall peddle, solicit or distribute merchandise ONLY between the hours of 9:00 a.m. and 5:00 p.m. Monday through Sunday unless specifically having been invited to a house by the occupant or having made an appointment with such person previously; provided, however, that ice cream trucks and peddlers engaged in similar activity shall be permitted to operate until dusk, which, for the purposes of this subsection, is hereby defined as occurring ½ hour after sunset.
- G. Every person licensed to solicit or peddle in the Township shall report, in person, on the days which he/she intends to solicit or peddle and register with the Salisbury Township Police Department by signing a registration book, indicating his/her name, license number, and the names and license numbers of all licensed helpers.
- H. He/She shall comply with "NO SOLICITING" notices posted on any property or business in the Township.
- I. In an effort to ensure pedestrian safety and maintain the efficient flow of traffic, no person, firm, or corporation, required to be licensed under Section 401 hereof, shall distribute flyers, solicit funds, or canvass on any roadway, medial barrier, berm, shoulder, or traffic way within Salisbury Township.

### **SECTION 404. SUSPENSION AND/OR REVOCATION OF LICENSE HEARINGS.**

- A. The Chief of Police and/or Township Manager or their designates may immediately suspend any license for just cause or in the interest of public safety.
- B. Any license hereafter issued may be revoked by the Board of Commissioners upon failure of the licensee to comply with the standards of conduct established by Section 403 hereof or upon ascertainment that the licensee has made any false material misrepresentation in his/her application for license hereunder. Notice of revocation shall be given by written notice personally served or sent by certified mail to the address designated for this purpose in the application for license.
- C. Any person whose license has been revoked shall be entitled to appear, with counsel if he/she so desires, before the Board of Commissioners at a regular or special meeting and be heard in behalf of a request for reinstatement of his/her license. Such appeal shall be governed by the Local Agency Law, 2 Pa C.S.A. Section 501 et seq.

### **SECTION 405. EXEMPTIONS**

- A. The following persons are exempted from the licensing requirements of this Ordinance:
  - (1) Persons soliciting contributions in behalf of organizations or nonprofit corporations or a political entity for the purpose of political canvassing exempted from the provisions of or duly registered pursuant to the Solicitation of Funds For Charitable Purposes Act, 10 P.S. 162-1 et seq., as amended, who while soliciting, are in possession of a card or other written evidence of their appointment or authority to solicit for said organization or corporation or political entity.
  - (2) Persons who have been licensed by the Commonwealth of Pennsylvania to engage in an activity described in Section 401 hereof, when so engaged; including, without limitation, real estate, insurance or securities brokers and salespeople.
  - (3) Persons soliciting funds or canvassing for purposes permitted under the Election Code, Act of 1937, June 3, P.L. 1333 (25 P.S. 2601 et seq.), as amended.
  - (4) Authorized persons, carrying satisfactory identification, engaged in making surveys or collecting information for the federal, state, county, or Salisbury Township government(s) or any agency thereof. Also exempt shall be authorized persons, carrying satisfactory identification, engaged in making surveys or collecting information for any bona fide educational or quasi-governmental agency, if such activity has previously been approved by the Board of Commissioners.
- B. In an effort to ensure pedestrian safety and maintain the efficient flow of traffic, no person, firm, or corporation exempt from licensing under this section shall distribute flyers, solicit funds, or conduct any solicitation or canvassing activities on any roadway, medial barrier, berm, shoulder, or traffic way within Salisbury Township. Any person who is exempt under this subsection or any person who is engaged in political canvassing shall only conduct such activities Monday through Sunday from 9:00 a.m. until 9:00 p.m.
- C. Any person who is exempt under this subsection or any person who is engaged in political canvassing shall comply with "No Soliciting" notices on any property or business in the Township.

### **SECTION 406. VIOLATIONS AND PENALTIES**

Any person who shall violate any provision of this Ordinance shall, upon conviction thereof before a District Court Judge, be subject to a penalty or fine of not more than \$600, plus costs of prosecution and Township's costs for legal and administrative services in enforcing this Ordinance, and, in default of payment of such fine and costs, to imprisonment in the county jail for a term not exceeding thirty (30) days, for each such violation.