

CITY OF DALTON
SOLICITOR'S PERMIT INSTRUCTION SHEET

Attached is the application for door to door solicitation, Attachment A entitled "Individual Solicitor" and Attachment B entitled "Oath and Affirmation" that must be notarized and a copy of Chapter 82 entitled "Peddlers and Solicitors".

1. Complete the attached application and Attachment B entitled "Oath and Affirmation", upon submission of the application and Oath of Affirmation a \$25.00 permit fee is due and payable to the Office of the City Clerk in the form of a cashier's check, money order or cash.
2. Each Solicitor engaging in door to door solicitation should complete "Attachment A" entitled "Individual Solicitor". There is a \$15.00 per solicitor charge. This \$15.00 fee is the cost for an i.d. badge and the cost of administration. This fee shall also be made payable to the Office of the City Clerk in the form of a cashiers check, money order or cash.
3. Upon completion of all forms and all payments collected, a paid receipt will be given to you along with all necessary paperwork to remit to the Dalton Police Department located on 301 Jones Street, Dalton (Georgia) 30720.

THE DALTON POLICE DEPARTMENT ONLY ISSUE SOLICITOR'S PERMITS ON THURSDAY'S FROM
1:00 P.M. TO 4:00 P.M.

4. At that time, identification badges will be made for each solicitor providing the applicant and solicitor is in compliance with Chapter 82.

NOTE:

- Solicitors permit shall be valid for a period of time requested in application up to twenty (20) days.
- A \$500.00 Cash Bond is payable to the Office of the City Clerk, if applicants/solicitors requires a cash deposit or IF, taking orders for cash on delivery purchases C.O.D. or IF, a contract of agreement is required to finance the sale of any goods, services or merchandise for future delivery, or for services to be performed in the future.
- Cash Bonds will be refunded to the applicant not later than 30 days after the expiration of the permit provided no claims against the solicitor have been filed.
- Permits/Identification Badges are not transferable. Permits/Identification Badges are personal to the applicant/solicitor and shall not be assigned or transferred to any other person, firm corporation or association. Any attempt at assignment or transfer shall render the permit void.
- Solicitation activities will be conducted as follows:
Only between the hours of 10:00 a.m. and 6:00 p.m.
Eastern Standard time

- The Dalton Police Department has compiled a list of residents and businesses, which have Notified the City that Solicitors are not welcomed or not invited to their residence or business. This list is obtainable at the Dalton Police Department with the cost of copies being the fee.

- Please review the contents of this package in its entirety. This instruction sheet briefed Chapter 82 but does not begin to cover the entire ordinance. It is your responsibility to know and understand this Ordinance.

Receipt # _____
Permit # _____

CITY OF DALTON
APPLICATION FOR DOOR-TO-DOOR SOLICITATION

APPLICANT INFORMATION:

Applicant's Name _____
First Middle Last

Date Of Birth _____ Social Security No. _____

Residence Address _____
Street Name And Number (No Post Office Boxes, Please)

City _____ State _____ Zip _____

Telephone Number () _____ - _____

COMPANY OR ORGANIZATION:

Name _____

Address _____
Street Name And Number (No Post Office Boxes, Please)

City _____ State _____ Zip _____

Telephone Number () _____ - _____

Is This Company Or Organization Named Above A Charitable Organization Recognized As Such By The Internal Revenue Service Under Section 501 (C) (3) Of The Internal Revenue Code, As Amended?
 YES NO

If Yes, Attach Letter Of Recognition From The IRS To This Application.

Number Of Solicitors In Organization Who Plan To Be Engaged In Dalton _____

Give A Brief Description Of Goods Or Merchandise To Be Sold:

Give the Date that Solicitation Shall Begin _____

Please Describe Method Of Solicitation:

- Take Orders and Deliver Later
Future delivery of Services/Merchandise
- Merchandise Available At Time Of Sale

Permit # _____

ATTACHEMENT B

OATH AND AFFIRMATION

For Applicant Only

I, _____, Applicant, do swear and affirm that the forgoing information is true and correct, and I am aware that the filing of this application constitutes my giving of said information under oath, and I do hereby acknowledge said oath under penalties of false swearing as provided in Section 16-10-71 O.C.G.A.

Applicant Signature

Date

I hereby certify that _____ is personally known to me that he/she signed his/her name to the forgoing application after stating to me that he/she knew and understood all statement and answers made therein, and, under oath actually administered by me, has sworn that said statements and answers are true.

This _____ day of _____, 20 _____.

Notary Public

Name-Based Criminal History Record Information Consent Form

I hereby authorize _____ to conduct an inquiry for the purpose listed below and receive any Georgia criminal history record information as authorized by state and federal law.

Full Name (print)			
Maiden or Previously Used Name			
Address			
Sex	Race	Date of Birth	Social Security Number

- This authorization is valid for 90/180/___ days from date of signature.
- I, _____, give consent to the above-named to perform periodic criminal history background checks for the duration of my employment with this company.

Signature Date

Notary Date

Purpose Code Used:

NON-CRIMINAL JUSTICE PURPOSES	
	E – Employment
	M – Working with Mentally Disabled
	N – Working with Elderly
	W – Working with Children
	P – Public Records (no consent required)
PERSONAL REQUEST (INDIVIDUAL OR THEIR ATTORNEY)	
	U – Personal Copy
CRIMINAL JUSTICE EMPLOYMENT	
	J – Civilian Criminal Justice Employment (State & Ill Info Received)
	Z – Sworn Criminal Justice Employment (State & Ill Info Received)

This inquiry resulted in the following:

	No Criminal Record Available
	Criminal Record Attached

Date of Inquiry: _____ Time of Inquiry: _____ Operator's Initials: _____

Agency Designee Signature Title