

Application Information & Requirements for Peddlers, Solicitors & Transient Merchants

City of Maple Grove
Police Department – Licensing
12800 Arbor Lakes Pkwy. - Maple Grove, MN 55311
Phone: (763) 494-6100

Information:

- Application must be **complete** and **legible**. (Indicate not applicable (N/A) on application if appropriate.)
- Allow a minimum of five working days for the application to be processed.
- No peddling or soliciting until permit has been issued. Peddling or soliciting prior to issuance of a permit is a violation of the City Ordinance and is cause for denial of permit.
- License expires December 31st of the current year, regardless of the date issued (or earlier if so designated)
The fee is not pro-rated and is non-refundable.
- Failure to provide true and complete information shall constitute a violation of the ordinance in question; and in addition to the penalties prescribed for violation of the ordinance in question, the license of any applicant may be revoked by reason of material falsification or omission of information for said application.

Requirements:

- \$15.00 non-refundable background check due when turning in the application (Interstate exempt from payment) If the application is approved, then a \$35.00 license fee will be due when the license is picked up.
- Completed application (if something does not apply to you, please put N/A).
- Provide proof of any State or County license.
- Supply 2 recent color photos (head & shoulders) of self that are **pre-cut** to 2" x 2".
Passport style photos obtained from Proex, Wal-mart, Walgreens, Kinko's, and etc. work great.
- Supply a government issued legitimate ID to be photo copied at time the application is turned in.

Acceptable ID's:

- State issued driver's license with photograph.
- Non-qualification card with photograph.
- Armed Forces (active duty or reserve) identification.
- Passport
- Alien ID

-Office Use Only-

Date application Received: _____ Person accepting application: _____

License:

Permit:

Data entered: S&I:

Paid \$15.00 fee for background:

Paid \$35.00 fee for license:

Approved: Denied:

Application for Peddlers, Solicitors & Transient Merchants

This application form requests information, which may be classified as private or confidential under the Minnesota Data Practices Act. This information is required by State law or City ordinance. The information will be used to determine your eligibility for issuance of a license. Failure to provide the information will result in a denial of the permit.

- I am a peddler or hawker.** (Immediate payment and immediate or future delivery of merchandise)
 I am a solicitor or canvasser. (Future payment and delivery of merchandise)
(Will merchandise be delivered from a point outside of Minnesota **directly** to doorstep of homeowner? Yes No)
 I am a transient merchant.

Applicant's Information

Full Legal Name: _____
Last First middle (full middle name)

Male _____ Height _____ Weight _____ Hair Color _____

Female _____ Eye color _____ Race _____ Date of Birth _____

Driver's License Number: _____ State issued: _____

Permanent Home Address (must be the same as that listed on Driver's license, not the company address.)

Address: _____ City/ State: _____ Zip: _____

Home Phone: () _____ Other Phone: () _____

Local Address (where you will reside while conducting business in our City)

Address: _____ City/ State: _____ Zip: _____

Local Phone Number: () _____ Other Phone Number: () _____

Vehicle Information: (Please list ALL vehicles that will be used while conducting business in our City.)

Vehicle #1: Make/Model: _____ Year: _____ Color: _____

License Plate Number: _____ State of Issue: _____

Vehicle #2: Make/Model: _____ Year: _____ Color: _____

License Plate Number: _____ State of Issue: _____

Business Information:

Business name: _____

Address: _____ City/State _____ Zip _____

Phone Number: () _____ State Sales Tax Number: _____

Supervisor or Manager's Name: _____

Product or merchandise information:

A brief description of the nature of the business **and** the products to be sold: _____

Where is the local point of distribution and the address? _____

Will you have the merchandise in your possession when you are going door to door? YES NO

Application information:

Dates you are applying for the permit: _____ Hours of the day: _____ to _____

Please note: No soliciting between the hours of 8:00 pm and 9:00 am per city ordinance.

List the last three cities where the applicant and/or business have received permits or licenses for door to door sales:

1. _____
2. _____
3. _____

Have you been convicted within the last 5 years of any crime, misdemeanor, or violation of any municipal ordinance, other than traffic violation? YES NO

Explain below the offense you were charged with, the location (City, County, and State), what you were convicted of, the sentencing you received (fine, probation, parole, etc.) and your current status in regards to parole, probation, etc.: _____

I agree to operate such business in accordance with the laws of Minnesota and the ordinances of the city of Maple Grove. these statements are true, correct and are made with the knowledge that this information may be made public. False disclosures are subject to perjury proceedings and forfeiture of the license application.

Signature: _____

Date: _____

Certificate of Compliance Minnesota Workers' Compensation Law

City of Maple Grove

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirements of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage, or the permit to self-insure. This information will be collected by the City and retained in the files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

Business Name (Individual name only if no company name used): _____

Address of Business: _____
(Street) (City) (State) (Zip)

**YOUR LICENSE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION.
You must complete number 1, 2 or 3 below.**

Number 1 – Complete this portion if you are insured:

Insurance Company Name (NOT the Agency or Agent): _____

Workers' Compensation Insurance Policy Number: _____

Effective Date: _____ Expiration Date: _____

Number 2 – Complete this portion if self-insured:

I am self insured (Include permit to self-insure)

Number 3 – Complete this portion if exempt:

I am not required to have workers' compensation liability coverage because:

I have no employees

I have employees but they are not covered by the workers' compensation law. (These include: spouse, parents, children and certain farm employees, see MN Stat. 176.041 for a full list of excluded employees.)

ALL APPLICANTS COMPLETE THE FOLLOWING SECTION

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

Applicant's signature _____ **Date** _____

Department of Public Safety Background Investigation Consent Release

City of Maple Grove

As a license applicant, I hereby give my consent for a personal background investigation, to include a criminal history check, to be used in the determination of whether my application is to be approved. The results of such investigation shall be made public pursuant to appropriate the Police Chief or designees approval or denial of the permit application. I understand that I am under no legal obligation to consent to such investigation, but that my refusal to so consent may be the basis for denying my application.

Type of license or permit you are applying for: _____

Applicant information:

Full legal name: _____
(Last) (First) (Middle)

Other Known Names: _____

Date of Birth: _____ Place of Birth: _____

Have you ever been convicted of a crime relating to this type of license or permit? YES NO

If yes, state jurisdiction, type of violation and disposition: _____

These statements are true, correct and are made with the knowledge that this information may be made public. False disclosures are subject to perjury proceedings and forfeiture of the permit application.

Applicant's Signature: _____ Date: _____

Notification for license involving private or Confidential information (Includes Tennessee Warning)

-City of Maple Grove-

In connection with your request for a permit or license, the City has asked that you provide information about yourself, which is classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you are eligible for a permit or license from the City of Maple Grove.
2. You are not legally obligated to supply the requested information.
3. The known consequences of supplying the requested information are that the information of further investigation could disclose information, which could cause your application to be denied.
4. The known consequences of refusing to supply the requested information are that your request for a permit or license cannot be processed.
5. A criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license or permit within the City, unless the conviction is related to the matter for which the permit is sought, according to Minnesota Statute 364.03. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for the denial of the application.
6. Other governmental agencies necessary to process your application are authorized by law to receive the information provided.
7. The City is required by law to furnish some of this information to the Department of Labor and Industry and the Minnesota Commissioner of Revenue.
8. During the application process, your name and address may be released to the public. If the permit is granted, all the data supplied will be available for inspection by the public.

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice and has received a copy of this notice.

Signature

Date