

North Reading Police Department

(Application for Hawkers, Peddlers & Solicitors registration)

Date of Application: _____

ALL APPLICABLE INFORMATION BELOW MUST BE FILLED OUT

Name of Applicant: _____

Date of Birth: _____ **Soc. Sec. #:** _____ / _____ / _____

- Positive ID required (for example driver's license, passport, ICE card)
- Please also show (If you have) ID from original registering Massachusetts Police Department

Permanent Residential address:

Street Address / City / State / Zip

Local Address:

Street Address / City / State / Zip

Permanent Home Tel #: _____ **Local Tel #:** _____

Cell #: _____ **E-Mail:** _____

Emergency Contact: _____
Name Address Phone

Name of Employer: _____

Company Address: _____
Street Address / City / State / Zip

Company Telephone: _____ **Website:** _____

Company Federal Tax ID# (REQUIRED): _____

Immediate Supervisor's Name: _____

Supervisor's Contact Info: _____
Office# / Cell# / Local#

Motor Vehicle(s) to be used:

Reg. State: _____ Reg. #: _____ Make: _____ Model: _____

Reg. State: _____ Reg. #: _____ Make: _____ Model: _____

Reg. State: _____ Reg. #: _____ Make: _____ Model: _____

Product to sell: _____

Dates of Sales Operation: _____

Location of Solicitation: _____

Method of Operation: _____

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I understand the following (initial each line after reading it):

- _____ I may be photographed and charged a \$100.00 fee for processing my permit/ID. (*See fees below*)
- _____ All sales agents and sales supervisors shall register with a chief of police.
- _____ I have never been convicted of any felonies.
- _____ I am not wanted by any law enforcement agency in any other state.
- _____ I must check in with the NRPD in person EACH day that I will be soliciting.
- _____ I may only solicit from 8am UNTIL sunset.
- _____ My right to solicit can be terminated at any time for just cause.
- _____ If the sales period is to be extended, I will notify the NRPD in writing before we continue.
- _____ I have not reported any false or incomplete information on this application.
- _____ If any information changes from the time I register I will notify the NRPD immediately in writing.
- _____ The NRPD has up to 48 hrs. to conduct a background check on me before I can solicit.

I understand that any violations of the above subjects me to immediate arrest and prosecution and I could pay a fine of up to five hundred dollars or imprisonment for not more than six months.

“Pursuant to Massachusetts General Laws Chapter 6, Section 172 B ½ M.G.L, and the Town of North Reading By-Law Article II section 104-3 through 104-10, **an applicant seeking a license for solicitation is required to submit a full set of fingerprints to the North Reading Police Department.** The licensing authority may utilize the results of the fingerprint based criminal record background check for the sole purpose of determining the suitability of the license applicant. The licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed occupational activity.

Fees: Fingerprinting fees include federal, state and local fees. Before being fingerprinted, all licensing applicants must pay the statutory fingerprint fee of thirty dollars (**\$30.00**) with a money order or bank check **payable to the “Commonwealth of Massachusetts.”** In addition to a signature, the money order or bank check **shall include the name of the applicant hand-printed in block letters.**

In addition, licensing applicants must pay the municipal fingerprint fee of seventy dollars (**\$70.00**) with a money order or bank check **payable to the “Town of North Reading.”** In addition to a signature the money order or bank check **shall include the name of the applicant hand-printed in block letters.**

Applicants will only be fingerprinted Monday through Thursday from 6am-4pm. Please contact Lt Brennan @ 978-357-5051 or KBrennan@nrpd.org to set up an appointment. **The above one hundred dollar (\$100) fee, must be paid at the time of the fingerprinting.**

Date: _____ **Time:** _____

Applicant’s Printed Name: _____

Applicant’s Signature: (sign in presence of Officer) _____

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Internal Checklist

NRPD Case: _____

Officer(s) confirming below to initial each line

- _____ Positive ID presented and copied and added to this packet.
- _____ Have applicant sign application in your presence and compare to ID
- _____ “Original registering police department’s ID” (if applicable) copied and added to packet
- _____ BOP and attached.
- _____ Missing and WMS and attached.
- _____ IMC log entry made using “Soliciting” reason code.
- _____ All parties registering entered into IMC under “Parties” tab.
- _____ All vehicles entered into IMC under “Vehicles” tab.
- _____ Photograph taken.
- _____ Fingerprints taken (officer’s name _____)

All BOPs, Missing and WMS, and other relevant data have to be reviewed by two (2) sworn personnel before any applicant is denied a permit to solicit.

Officer 1: _____ ID#: _____ Date: _____

Officer 2 or Supervisor: _____ ID#: _____ Date: _____

ID and or permit to solicit issued by:

Officer: _____ ID#: _____ Date: _____

Fee of \$ _____, collected from, _____
(Check # _____)