



# North Reading Police Department



152 Park St. North Reading, Massachusetts 01864  
Telephone 978-664-3131 Fax 978-664-3170

Mark A. Zimmerman  
Chief of Police

## ICE CREAM TRUCK PERMIT Instructions

This application is a "fillable PDF" form which means you can fill it out on your computer. Read all information below and fill out all applicable data on page 2 ONLY. If approved, your request for an Ice Cream Truck Permit will be issued under the authority of Police Chief and will be valid only in North Reading provided the restrictions below are followed:

1. Each applicant may ONLY solicit between 8:00 a.m. and 8:00 p.m. until December 31, this year.  
For special events, you may NOT solicit after 8pm WITHOUT written authorization from Police Chief.
2. EACH person who will be in the ice cream truck must apply separately.
3. The permit shall be conspicuously displayed and clearly visible at all times on the windshield of the soliciting ice cream truck while soliciting in North Reading.
4. The permit is subject to examination by any North Reading Police Officer or any other Law Enforcement Officer authorized to do so.
5. Any violations may result in the immediate suspension/revocation of the Ice Cream Permit and the permit holder may be assessed a fine of \$500.00.
6. The Permit is NOT valid until signed by the Permitting Authority.

Unless waived, each applicant understands as part of the permitting process, the North Reading Police Department shall, as authorized by Massachusetts General Laws Chapter 6, Section 172B 1/2, conduct state and federal fingerprint-based criminal history checks for each individual applying for a permit to become an ice cream truck vendor.

There are 2 non-refundable fees charged per applicant for the record background checks.

\$ 70.00 bank check or money order payable to: Town of North Reading (no personal/business check allowed)

\$ 30.00 bank check or money order payable to: Commonwealth of MA (no personal/business check allowed)

Each applicant understands that false, inaccurate or misleading information will be grounds for the permit to be denied or revoked.

When page 2 is completed, email this whole completed application to [recordsrequest@nrpd.org](mailto:recordsrequest@nrpd.org)

Attach to your email 2 current color photographs. One head and shoulders and one full body.

If you are unable to send 2 photos, they will be taken during the fingerprint appointment.

Once the application is returned, a permitting officer will contact you within 10 days to setup a time to be fingerprinted and to complete the permitting process.

If you have any further questions contact Lt. Joseph Thibodeau at 978-357-5030 or [jthibodeau@nrpd.org](mailto:jthibodeau@nrpd.org)

Applicant: \_\_\_\_\_



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## ICE CREAM TRUCK Application

**Instructions:** Read and fill out below all applicable information only on this page.

Date of Application:

New Applicant?            or Renewal?            If renewal previous North Reading Permit #:

If you have another (city/town) ice cream permit #:            From:            Expires:

Applicant Name:            DOB:            Phone:

If you have been known by another name list:

SS#:            Driver's Lic. #:            State:            Email:

Home Address:

Are you a sex offender as defined by MGL Chapter 6, § 178(c)?    No:            Yes:

Are there currently any sex offense charges pending against you?    No:            Yes:

If you answered yes to Questions 2 or 3, please provide below an explanation.

Will you be driving the truck?    No:            Yes:

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Business Name:            Phone 1:            Phone 2:

Website:            Email:

Owner's Name:            Phone 1:            Phone 2:

Email:

Business Address:

Supervisor's Name:            Phone 1:            Phone 2:

Email:

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\_\_\_\_\_  
Applicant's Name:

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Application Verified by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date: