



BOROUGH OF PARKESBURG
315 West First Avenue, Building 1
Parkesburg, PA 19365
610-857-2616

APPLICATION FOR PEDDLER'S PERMIT

Full Legal Name of Peddler: _____

Full Permanent Address: _____

Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____

Date of Birth: _____ Social Security Number: _____

List all previous convictions of criminal offenses: _____

Description of motor vehicle to be used: _____

License Plate Number _____ Registered Owner Name: _____

List a complete and accurate description of the nature, type and location of activity to be conducted including procedures and methods to be used in contacting persons: _____

Full name and address of the company that you are representing: _____

Product or service being sold: _____

List the day(s) of activity: _____

List the hours during which soliciting will occur: _____

I hereby certify that the above is true and correct

Date

Signature

PEDDLER’S PERMIT LICENSE TERMS AND LICENSE FEES

The term of the each peddler's or door-to-door salesperson's license shall be specified on the license issued and shall not exceed one year.

The fees for a peddler's or door-to-door salesperson's license shall be:

One month (covers any period up to a month with no reduction in the amount due to lesser usage)..... \$100.00

Each additional week in excess of four (4) weeks..... \$ 30.00

No fee shall be charged for a peddler's or door-to-door salesperson's license when such peddler or door-to-door salesperson is a charitable, religious or educational organization. Exemption from taxation by the United States Treasury Department to such business shall be sufficient to establish exemption from payment of fees set forth in this Section. No fees shall be charged to farmers selling their own produce nor to any business which is a manufacturer or producer in the same of bread or bakery products, meat and meat products or milk and milk products, nor to any business whose sole owner is a Pennsylvania resident and is a disabled military service veteran.

Borough of Parkesburg Peddler's Permit Instruction Sheet

1. Complete formal application.
2. Provide two photographs of the face of the applicant, accurately depicting the applicant's appearance, approximately 2" x 3" in size (ideal is a copy of a photo driver's license, enlarged)
3. Each person who wishes to actively engage in peddling or door-to-door sales shall file a separate application, provide photographs and appear in person obtain a license.
4. Group or joint applications or licenses shall not be permitted except as provided in Section 102.G.
5. Waiting Period for Action on Application. A three (3) day waiting period not including weekends or holidays shall be required between the submission of the application and action on it by the Police Department, Borough Secretary or Designated Borough Representative.
6. During the 3-day waiting period, the Police Department shall make a determination concerning previous convictions of crimes and investigate the organization/applicant to confirm it is doing business from the address listed on the application.
7. After the 3-day waiting period but within five (5) days of submission of an application, the Borough Manager or Designated Borough Representative shall grant approval or disapproval after receiving a written report from the Police Department.
8. Parkesburg Borough shall have the right to permit a GROUP application under the following conditions:
 - a. The applicant is an organization exempt from the payment of license fees;
 - b. The organization has a permanent location or address within the Municipality or within five miles of the Municipality;
 - c. The peddling or sales will be conducted during a period of time not to exceed one month;
 - d. Each individual participating in such peddling or sales is a resident of the above described area. Examples may be Girl Scout cookie sales, Boy Scout events, etc. In such cases, an application shall be made on behalf of the organization and the peddlers indicated by general description.
9. Fees: One month - \$100.00. Each additional week in excess of four (4) weeks - \$30.00.

10. NO FEE shall be charged for a license when such peddler or salesperson is a charitable, religious or educational organization. Exemption from taxation by the U.S. Treasury Dept. to such business shall be sufficient to establish exemption from payment of fees. No fees shall be charged to farmers selling their own produce nor to any business which is a manufacturer or producer in the same of bread/bakery products; meat/meat products; milk/milk products, nor to any business whose sole owner is a PA resident and is a disabled military service veteran.
11. The Borough Manager, Police Department or Designated Representative is authorized to revoke or suspend any license.