SOLICITOR APPLICATION

FOR CERTIFICATE OF REGISTRATION

Community & Economic Development • 437 N Wasatch Dr. • Layton, UT 84041
Phone: (801) 336-3788 • Fax: (801) 336-3789 • www.laytoncity.org

LICENSE #

SECTION I: APPLICANT / BUSINESS INFORMATION

Application Date: _____ FEE: $35.00

Business Name: _____ DBA Name: _____

Applicant's True/Correct Legal Name: _____

Applicant Date of Birth: _____ Applicant State Driver License/ID Card No.: _____ State: _____

All Former Names/Aliases Used by Applicant in Last 10 Years: _____

Applicant Home Address: _____ City _____ State ____ County: _____ Zip: _____

Mailing Address: _____ City _____ State ____ County: _____ Zip: _____

Phone Number: (_____) _____ Alternate Phone Number: (_____) _____

If different from Applicant, Responsible Party Name: _____

Address: _____ City _____ State _____ Zip: _____

Phone Number: (_____) _____ Alternate Phone Number: (_____) _____

Address Where Notices Are to be Sent: _____ City: _____ State: ____ Zip: _____

SECTION II: ITEMS REQUIRED WITH APPLICATION

- ❑ **BCI Report less than 180 days old**
- ❑ **Proof of Identification (one of the following):**
  - ❑ Valid State-issued Driver License or Identification Card
  - ❑ Valid Passport issued by the United States
  - ❑ Valid U.S.A. Military Identification Card
- ❑ **Proof of Registration with Department of Commerce**
- ❑ **Application for Criminal History Record Review**
- ❑ **Special Events Sales Tax Number**
- ❑ **Two (2) Recent Photos of Applicant (1 ½" X 1 ½")**
  - One for the Identification badge and,
  - One to be kept with the application
- ❑ **Any Licenses/Permits Required to Transact this Business**

SECTION III: MARKETING INFORMATION

Describe *in Detail* the Goods or Services Offered: _____

_____

_____

List Any Licenses or Permits Required to Transact this Business: _____

SECTION IV: DISQUALIFYING STATUS QUESTIONS – Affirm or Deny Each Statement

(ANY AFFIRMATION RESPONSE IN THIS SECTION RENDERS THE APPLICANT DISQUALIFIED FROM CERTIFICATION)

1. I have been criminally convicted for:
   a. ❑Yes ❑No Felony homicide
   b. ❑Yes ❑No Physically/sexually abusing or exploiting an adult or minor
   c. ❑Yes ❑No Sale/distribution of controlled substances
   d. ❑Yes ❑No Sexual offense of any kind
2. I have criminal charges currently pending for:
   a. ❑Yes ❑No Felony homicide
   b. ❑Yes ❑No Physically/sexually abusing or exploiting an adult or minor
   c. ❑Yes ❑No Sale/distribution of controlled substances
   d. ❑Yes ❑No Sexual offense of any kind
3. I have had a criminal felony conviction within the last ten (10) years: ❑Yes ❑No
4. I have been incarcerated in a federal or state prison within the past five (5) years: ❑Yes ❑No
5. I have been criminally convicted of a misdemeanor within the past five (5) years involving a crime of:
   a. ❑Yes ❑No Violent or aggravated conduct involving persons or property
   b. ❑Yes ❑No Moral turpitude
6. I have, within the last five (5) years, been enjoined by a court, or am subject of an administrative order issued in any state for:
   a. ❑Yes ❑No A finding or admission of fraud, material misrepresentation
   b. ❑Yes ❑No A finding of lack of integrity or honesty
7. I am currently on parole or probation to any court, penal institution, or governmental entity, including being under house arrest or subject to a tracking device: ❑Yes ❑No

SECTION IV: Continued....

8. I have an outstanding arrest warrant from any jurisdiction: ❑Yes ❑No

9. I am currently subject to a protective order based on physical or sexual abuse: ❑Yes ❑No

10. I have had two (2) or more convictions of, or any combination of the following: Trespass, trespassery voyeurism, any property crimes, or any violation of Layton Municipal Code Section 5.12: ❑Yes ❑No

SECTION V: WRITTEN DISCLOSURES

1. The applicant's submission of the application authorizes the City to verify information submitted with the completed application including:
   a. The applicant's address
   b. The applicant's and/or responsible person or entity's state tax identification and special use tax numbers, if any
   c. The validity of the applicant's proof of identity

2. The City may consult any publicly available sources for information on the applicant, including but not limited to, databases for any outstanding warrants, protective orders, or civil judgments.

3. Establishing proof of identity is required before registration is allowed.

4. To the extent permitted by state and/or federal law, the applicant's BCI background check shall remain a confidential, protected, private record not available for public inspection.

5. The City will maintain copies of the applicant's application form, proof of identity, and identification badge. These copies will become public records available for inspection on demand at the City offices whether or not a certificate is denied, granted, or renewed.

6. A request for a certificate will be granted or denied within three (3) business days from when a completed application is submitted.

7. A certificate shall be valid for one (1) year from the date of issuance and shall expire at midnight on the anniversary date of issuance.

8. The certificate shall be carried by the registered solicitor *at all times* while soliciting in the City.

9. A registered solicitor desiring to solicit sales with different: (a) goods or services; or (b) responsible person or entity from those listed on the originally submitted application shall submit a written change request to the licensing officer.

10. Every person soliciting or advocating has a legal obligation to check each residence for any "No Soliciting" sign or placard or any other notice or sign notifying a solicitor not to solicit on the premises.

11. It shall be unlawful for any person to solicit at a residence before 9:00a.m. or after 9:00p.m. Mountain Time.

12. Any person who violates any term or provision of Chapter 5.12 Residential Solicitation shall be guilty of a Class "B" misdemeanor.

13. A complete copy of Chapter 5.12 Residential Solicitation is available upon request.

I have reviewed the above disclosure information required by Layton City Municipal Code:

Applicant Signature: _____ **Date:** _____

SECTION VI: APPLICANT'S AGREEMENT

I, the undersigned, do hereby swear under penalty of perjury that the information contained herein is complete, truthful and accurate to the best of my knowledge and belief. I understand that to falsify any information on this application is grounds for denial and/or revocation of this license and other penalties as provided by law.

I agree to conduct business in complete accordance with all laws, ordinances, and regulations governing operation of such business. I acknowledge that soliciting without a valid certificate in plain view may result in revocation of such and/or citation. I understand that once the certificate of registration is issued, it becomes invalid if any of the application information changes.

Applicant Signature: _____ **Date:** _____

Please Print Your Name: _____

OFFICE USE ONLY

Revised 04/26/11

Planning Division: _____ Approved _____ Denied _____Date
Building Division : _____ Approved _____ Denied _____Date
Licensing Officer : _____ Approved _____ Denied _____Date

Reason/Comments: _____
_____
_____

Receipt #: _____ License #: _____
Received By: _____ Date: _____
Amount: _____
Type of Payment:
❑ Cash ❑ Check #_____ ❑ Credit Card
Certification #: _____