



## APPLICATION CHECKLIST

### CHECKLIST FOR COMPANY REQUESTING A PERMIT:

- \_\_\_\_\_ Completed and signed application with checklist
- \_\_\_\_\_ \$200.00 application fee attached (non-refundable)
- \_\_\_\_\_ Completed "List of Authorized Solicitors"
- \_\_\_\_\_ CBI Criminal History Record ([www.criminalcbs.com](http://www.criminalcbs.com)) for manager/supervisor, dated no more than 60 days prior to the date of application
- \_\_\_\_\_ Copy of a valid driver's license or state-issued photo identification for supervisor
- \_\_\_\_\_ Proof of Registration or Certificate of Good Standing for the Colorado Secretary of State

### CHECKLIST FOR BADGE HOLDER APPLICANTS:

- \_\_\_\_\_ Completed and signed application
- \_\_\_\_\_ CBI Criminal History Record ([www.criminalcbs.com](http://www.criminalcbs.com)) for supervisor, dated no more than 60 days prior to the date of application
- \_\_\_\_\_ Copy of a valid driver's license or state-issued photo identification
- \_\_\_\_\_ Current passport-size photo in **electronic format**. (Close up, front view, plain white background)
- \_\_\_\_\_ \$25.00 badge fee (non-refundable)



*Commercial Solicitation Permit Application Packet*

**COMPANY APPLICATION**

**Instructions:**

1. Please print legibly or type
2. Attach a license fee of \$200.00
3. Attach Proof of Registration/Certificate of Good Standing from the Colorado Secretary of State
4. Attach Supervisor/Manager CBI Criminal History Record
5. Sign application and return entire packet to:  
 City Clerk  
 City of Delta  
 360 Main Street, P.O. Box 19  
 Delta, CO 81416

<b>OFFICE USE:</b>	
Date	Received:
Background	Approved:
Date	Issued:
Expiration Date: _____	

<b>COMPANY INFORMATION</b>	
Colorado State Sales Tax Number:	City Sales Tax Number:
Type of Company: <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Other	
Company Name:	Corporate Name:
Physical Address:	Mailing Address:
City, State, ZIP:	City, State, ZIP:
Phone:	Corporate Phone:
FAX:	Corporate FAX:
Email Address:	Web Page Address:
Description of the nature, character and type of goods or merchandise to be sold:	
If the applicant is a foreign corporation or an employee of such corporation, state in writing the name, address and telephone number of an agent for process residing in the State of Colorado:	
<b>MANAGER/SUPERVISOR</b>	
Name:	Title:
Address:	
City, State, Zip:	Phone:
I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I further understand that any false statement or omission of information will be cause for permit suspension, revocation, or grounds for the City of Delta to refuse to issue the permit. I hereby acknowledge the receipt of Delta Municipal Code Chapter 5.24 regarding Peddlers and Solicitors for the City of Delta and agree to the terms of the regulations.	
Signature	Title
	Date



*Commercial Solicitation Permit Application Packet*

**BADGE HOLDER APPLICATION**

**Instructions:**

1. Please print legibly or type
2. Attach a badge fee of \$25.00
3. Attach CBI Criminal History Record
4. Attach a copy of a valid driver's license or state-issued photo ID
5. Provide a passport photo in electronic format
6. Sign application and return entire packet to:
  - City Clerk
  - City of Delta
  - 360 Main Street, P.O. Box 19
  - Delta, CO 81416

<b>OFFICE USE:</b>	
Date	Received:
Background	Approved:
Date	Issued:
Expiration	Date:
Deposit Refunded: _____	

<b>BADGE HOLDER INFORMATION</b>		
Name:		
Address:		Mailing Address:
City, State, ZIP:		City, State, ZIP:
Phone:		Alternate Phone:
Email Address:		Date of Birth:
Driver's License or ID Number:		State:                      Expiration Date:
Physical Description:		
Height: _____	Weight: _____	Eye Color: _____      Hair Color: _____
Vehicle Make and Model:		License Plate:
Have you ever been convicted of a felony, or a crime under the laws of another state that would be a felony under the laws of the State of Colorado, or a crime against the person or property of another:    ___YES      ___No		
<b>EMPLOYER INFORMATION</b>		
Name of Employer:		Phone Number:
Address:		
City, State, Zip:		
Manager/Supervisor Name:		Phone Number:
<p>I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I further understand that any false statement or omission of information will be cause for permit suspension, revocation, or grounds for the City of Delta to refuse to issue the permit. I hereby acknowledge the receipt of Delta Municipal Code Chapter 5.24 regarding Peddlers and Solicitors for the City of Delta and agree to the terms of the regulations.</p>		
Signature	Title	Date



## Chapter 5.24

### PEDDLERS AND SOLICITORS

#### Sections:

- 5.24.010 Definition
- 5.24.020 Solicitation Prohibited
- 5.24.030 Permitted Hours
- 5.24.040 Permit and Badge Required
- 5.24.050 Permit Revocation
- 5.24.060 Permit Denial and Revocation
- 5.24.070 Appeals

5.24.010 Definition. For the purpose of this Chapter, the words contained herein will have the following definitions:

*Peddlers or Solicitors:* means any person or persons engaged in commercial solicitation or promotion any event or activity where products or services will be sold.

*Commercial door to door Solicitation:* means any act by a peddler or solicitor to enter upon private property without invitation in order to offer for sale or attempt to sell any product or service for the primary purpose of financial gain.

5.24.020 Solicitation Prohibited. No solicitor or peddler shall enter or remain upon any private property without invitation if a "No Solicitation" or "No Trespassing" sign is present at or near the entrance of said property, or if the solicitor or peddler is asked to leave the property.

5.24.030 Permitted Hours. No solicitor or peddler shall conduct commercial door to door solicitation outside the hours of 9 AM to 6 PM, or dusk as determined by the National Weather Service, whichever is earlier.

5.24.040 Permit and Badge Required.

A. All peddlers and solicitors shall be required to complete an application, register all personnel engaged in peddling or soliciting within the City and obtain a permit with the City and pay a \$200 permit fee.

B. All permit holders shall be required to obtain identification badges for all persons who will engage in commercial door to door solicitation on behalf of the permit holder. All permit holders will pay a \$25 fee for each identification badge issued. It shall be the sole responsibility of the permit holder to:

(1) Provide a copy of the permit to each person authorized to engage in commercial door to door solicitation under the permit.

(2) Ensure that each person authorized to conduct commercial door to door solicitation under the permit complies with the terms and conditions of this Chapter.

(3) Submit a Colorado Bureau of Investigations criminal background report for all persons authorized to conduct commercial door to door solicitation under the permit, dated not more than 60 days from the date of submittal.

(4) Instruct and require all peddlers or solicitors to prominently display the identification badge at all times while engaged in solicitation activities within the City.

5.24.050 Persons Prohibited. No person or persons shall be eligible for a permit or identification badge if:

A. Such person has been released within the ten (10) years immediately preceding the application from any form of incarceration, court-ordered supervision, including a deferred sentence, resulting from conviction of any felony or Class 1 misdemeanor under the laws of the State of Colorado or an equivalent offense under any federal, state, county or municipal law; or

B. Any permit holder or person authorized under the permit for commercial door to door solicitation has been found by the City to have engaged in any aggressive and/or deceptive tactics that is found to be a menace and/or detrimental to the health and welfare of the public.

C. A corporation or individual operating as a d/b/a seeking a permit is not registered and in good standing with the Colorado Secretary of State.

5.24.060 Permit Denial and Revocation. A permit may be denied or revoked if:

A. A permit holder fails to comply with the terms of this Chapter.

B. Any information or representation on a permit application form is false, incorrect, or not promptly updated due to changed circumstance.

c. Anyone authorized to conduct commercial door to door solicitation under the permit is non-compliant with sections 5.24.050 of this Chapter.

D. Permit holder fails to procure all other applicable permits and licenses including a transient merchant and sales and use tax licenses from the City and/or State.

5.24.070 Appeals. All appeals for denial or revocation of a permit shall be heard by the City Manager. The City Manager's ruling on appeal shall be final. (Ord. 6, 2013)