

Procedures for Door to Door Soliciting

An applicant for a solicitation permit shall be required to provide the following information in writing.

1. The name of each individual who will be going door to door in the Twp. of Monroe.
2. The present address of each individual who will engage in solicitation within the Twp. of Monroe.
3. Provide information whether the individual has ever been arrested or convicted of a crime, offense or violation and if so, the nature of conviction, the date of conviction, and the penalty imposed.
4. The employer or organization for which solicitation will be made.
5. The telephone number of the employer or organization.
6. The name of a contact person at the offices of the employer or organization.
7. The type of goods or services to be sold, or the type of survey or research to be conducted.
8. As to all vehicles to be used by the applicants, the make, model, year, color and license plate information of the vehicle or vehicles.
9. The expected dates of solicitation within the Twp. of Monroe.
10. The names of other municipalities in New Jersey where the applicant has been issued and or "denied" a permit to solicit or peddle in the past two (2) years.
11. The application shall be accompanied with two (2) passport-size photographs for each person on the application.
12. You would also have to produce a photo identification. (Passport or Driver's License) The applicant and/or solicitor.
13. The application must be completed in a clear and legible manner to avoid prolonging the process.
14. Application will be forward to the Police Dept. for background check. It will take 14 business days for a response back to our office.
15. If the application is denied, the Police Dept. will supply us with the reasons in writing.
16. If you would like to reapply you would have to complete a new application and resubmit payment.
17. Application Fees are Non-Refundable.
18. Badges will be supplied for each solicitor and must be worn at all times.
19. All Licenses and badges must be surrendered at expiration date.

FEES

\$50.00 for original Applicant and \$25.00 per each additional Solicitor.



Township of Monroe

County of Middlesex

PATRICIA REID
Township Clerk

OFFICE OF TOWNSHIP CLERK

Municipal Complex
1 Municipal Plaza
Monroe Township, NJ 08831-1900
Phone (732) 656-4573
Fax (732) 521-3190

1. Applicant's Full Name _____
2. Permanent Home Address _____

3. Home Phone Number _____
4. Has the applicant ever been convicted of any crime, misdemeanor or violation, if so, the nature of the offense and the punishment or penalty assessed: _____

5. Date of Birth _____
6. Social Security Number _____
7. Driver's License Number _____
8. Company Name: _____ Phone: _____
8. Address _____

9. Description of merchandise or service to be peddled, solicited or auctioned _____

10. Commencement date: _____ End Date: _____ (all permits exp. 12/31/xx)
11. If a vehicle or vehicle(s) are to be used, list the year, make, model, VIN# and license plate number(s) of each vehicle(s) _____

THE BELOW APPLICATION FEES ARE NON-REFUNDABLE

Auctioneers: Annual: one hundred dollar (\$100.00)
On and after July 1st – fifty dollars (\$50.00)
Daily - five dollars (\$5.00)

Peddling / Soliciting / Canvassing / Distributing: Fifty dollars (\$50.00) for original Applicant and \$25.00 per each additional Solicitor.

If there is more than one person peddling, soliciting or distributing merchandise or printed material, please list the Names, Addresses, etc.

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Solicitor #

Name _____

Address _____

Date of Birth _____ SS # _____

Driver's License Number _____

Has any Individual to be licensed under this application ever been arrested or convicted of a crime?
YES or NO (circle). If so explain the nature of the offense and indicate the date and place (Municipality) it
occurred.

Applicant's Name: _____

Offense: _____

Date: _____

Municipality: _____

Applicant's Name: _____

Offense: _____

Date: _____

Municipality: _____

Applicant's Name: _____

Offense: _____

Date: _____

Municipality: _____

Applicant's Name: _____

Offense: _____

Date: _____

Municipality: _____