



City of Wilmington
1165 S. Water Street • Wilmington, IL 60481
Phone: 815-476-2175 Fax: 815-476-9782

Application Information & Requirements for Solicitors / Peddlers / Street Vendors

Information:

- Application must be **complete** and **legible**. (Indicate not applicable on application if appropriate.)
- Live scanning of the fingerprints for each applicant and for each person for whom a license is sought.
- Allow a minimum of ten working days for application to be processed.
- No peddling or soliciting or street vending until permit has been issued. Peddling or soliciting or street vending prior to issuance of a permit is a violation of the City Ordinance and is cause for denial of permit.
- Peddling or soliciting or street vending in City parks is prohibited.
- Failure to provide true and complete information shall constitute a violation of the ordinance in question; and in addition to the penalties prescribed for violation of the ordinance in question, the license of any applicant may be revoked by reason of material falsification or omission of information for said application.

Requirements:

- \$50.00 license application fee.
- \$50.00 live scan fee per person.
- Credentials establishing relationship to employer/supplier. (If representing self, credentials not necessary.)
- Provide a copy of all literature about product or service that will be distributed to residents.
- Supply a government issued legitimate ID to be photo copied at time application is turned in.
Every solicitor/peddler/street vendor will need to present valid ID.

Acceptable ID's:

State issued driver's license with photograph.
Non-qualification card with photograph.
Armed Forces (active duty or reserve) identification.
Passport.

Not acceptable:

Any of the above if expired.
Any of the above if physical evidence of tampering or copying exists.
Photocopy of any of the above.
Credit card or check cashing ID.

Restrictions:

- All permits are valid for ten consecutive days with no more than four licenses issued each year.
- Soliciting is prohibited prior to 9:00am and after 7:00pm on any weekday or Saturday, and at any time on a Sunday or a State or National holiday.
- No person shall engage in business as a solicitor if a "NO SOLICITING" notice is exhibiting by a residence or business.

A copy of the City Code as it pertains to Solicitor regulations is attached for your information.



City of Wilmington Solicitor/Peddler/ Street Vendor Application

I am a solicitor I am a peddler I am a street vendor

Full Legal Name: _____
Last First Middle (full middle name)

Male Height _____ Weight _____ Hair Color _____
 Female Age _____ Race _____ Date of Birth _____

Permanent Home Address (Must be the same as that listed on driver's license)

Address: _____ City: _____ State: _____ Zip: _____
Home Phone: _____ Business Phone: _____
Driver's License Number: _____ State: _____

Supply the following information about employer, principal, or supplier of applicant if other than self:

Name: _____
Address: _____ City: _____ State: _____ Zip: _____
Home Phone: _____ Business Phone: _____

A brief description of the nature of the business and the products to be sold: _____

Attach flyer, pamphlet, information, or other regarding products to be sold. Attached

Date(s) of selling or soliciting: _____ Hours of selling or soliciting: _____

Where are the products at the time the application is turned in? _____

Where is the source of supply of the products to be sold? _____

Proposed method of delivery: _____

Description of vehicle used in business

Make/Model _____ License Plate Number _____

Year _____ State _____ Color _____

Provide the following information for each person

Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	
Name: (Last-First-Middle)			Date of Birth:	
Address:			State:	Zip:
Drivers License No.:	State:	Expires:	If minor, provide Employment Certificate # or Dept of Labor Permit #	

Use additional sheet if needed

List the three municipalities where you have carried on this business immediately preceding the date of this application and include the address(es) from which business was conducted in those municipalities.

1) _____

3) _____

2) _____

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or the omission of facts called for shall be just cause of the denial of the requested permit. I also understand that peddling or soliciting in this City shall not be carried on until a permit has been issued and is in my possession.

Signature: _____

Date: _____

❖❖❖❖❖ For Office Use Only ❖❖❖❖❖

Application Approved Denied

Signature of Authorized Person Title

Date

Reason for Denial (if Applicable):

