

**CITY OF NORTHFIELD
SOLICITOR/PEDDLER LICENSE APPLICATION**

For Internal Use Only:
License # _____
Fee _____

Application for Mercantile License for Peddler, Solicitor, Transient Merchant, Itinerant Merchant, Canvasser, Handbill Distributor, Taxi or Limousines.

1. Name of business: _____
2. Physical Address of business: _____
3. Billing/Mailing address of business: _____
4. If the business is not to be conducted out of or from a permanent premises within Northfield, set forth:
 - a. Address of applicant _____
 - b. Address of principal place of business of applicant _____
 - c. Address of location from which business to be licensed shall be conducted and name of the owner of the premises _____
5. Local telephone # of business _____ Telephone # of applicant _____
6. State ID # of business _____ Federal ID # of business _____
7. Name and address of owner of business _____

8. Name and address of Registered Agent of Business, if applicable _____

9. Name and address of applicant _____
 - a. Include any other name, nicknames or aliases under which applicant is or has been known _____
 - b. If applicant is not an individual, state the names, titles and resident addresses of all officers and managers of the business _____
 - c. If applicant has additional employment, set forth the name and address of the employer, the employer's principal type and place of business and a letter of affidavit establishing the relationship between employer and employee and authorizing the employee to file for a mercantile license (this shall be notarized if requested by the mercantile tax collector) _____

10. Title of applicant and relationship of applicant to business _____

11. Prior licensing history of business and applicant, together with all other names and locations under which this applicant has conducted business. Also, set forth the identity of all other partners with whom applicant has conducted such prior business _____

12. Does applicant presently hold a mercantile license from any other municipality? If yes, name of the municipality and type of business carried on, together with the name under which the license has been issued _____
13. Has applicant ever had a mercantile license suspended or revoked? If yes, name of municipality in which the license was suspended, name under which license was issued, date of suspension, and reason for suspension _____

14. Do you seek an exemption from payment of the required fee? If so set forth the basis of your request _____

15. Set forth a list of all misdemeanors, felonies, or violations of any Municipal Ordinance for which the applicant has been convicted, the nature of the offense, and the punishment assessed. If the applicant is not an individual this provision shall apply to its officers and manager _____

16. The place or places within the City of Northfield where of the applicant proposes to carry on business, peddle, solicit, canvas, or distribute, and the length of time he proposes to do so _____

17. The place or places within or without the City of Northfield where applicant has carried on business, peddled, solicited, canvassed or distributed in the past two years _____

18. A statement of the nature, character and quality of the goods, wares or merchandise to be sold or offered for sale, the place where the goods or property proposed to be sold or orders taken for the sale thereof, the place where the wares or merchandise are manufactured or produces, the location where such goods or products are located at the time of the filing of the application and the proposed method of delivery _____

19. Personal identification information of the applicant and of every individual who is intending to participate in the peddling, solicitation, vending, canvassing, or distributing (each of which must be licensed). Include height, weight, identifying marks, and a photograph _____

20. Statement of nature and character of advertising done or proposed to be done to attract customers _____

21. Credentials from the person, firm or corporation for which the applicant proposes to do business authorizing the applicant to act

References	Name	Address	Phone #
(1) Business	_____	_____	_____
(2) Personal	_____	_____	_____
(3) Personal	_____	_____	_____

Fee Schedule:	Amount:
License for Peddlers	\$100.00 per year
Solicitors and Canvassers	\$50.00 per application and \$5.00 per day
Transient of Itinerant Merchant	\$50.00 per application and \$5.00 per day
Handbill Distributors	\$50.00 per application and \$5.00 per day
Taxi and Limousines	\$25.00 per driver and \$50.00 per limo or taxi

THE FEE STATED ON THIS APPLICATION IS TENTATIVE AND SUBJECT TO CHANGE UPON REVIEW OF THIS COMPLETED APPLICATION FORM BY THE CITY CLERK. FEES ARE REGULATED ACCORDING TO CHAPTER 220 OF THE CITY OF NORTHFIELD MUNICIPAL CODE.

MERCANTILE LICENSES ARE RENEWABLE BY JUNE 30TH ANNUALLY.

RETURN THE COMPLETED APPLICATION WITH CHECK PAYABLE TO **CITY OF NORTHFIELD**, TO THE **CITY CLERK'S OFFICE, 1600 SHORE ROAD, NORTHFIELD, NEW JERSEY 08225**.

Signature of Applicant _____ Date _____

DATE RECEIVED _____

CITY CLERK _____

City Clerk's Office, City Hall, 1600 Shore Road, Northfield, NJ 08225
(609)641-2832x125



RELEASE AUTHORIZATION

TO ALL COURTS, PROBATION DEPARTMENTS, AND GOVERNMENT AGENCIES

I, _____ am making application for a permit as a solicitor/peddler/canvasser with the City of Northfield, New Jersey. As a result, an investigation is being conducted to determine my eligibility.

I voluntarily consent to a criminal background check the purpose of verifying my qualifications for said permit. Therefore, you are authorized to release to the City of Northfield or its representative any and all information, documentary or otherwise, pertaining to me that they may request.

A photocopy of this authorization will be considered as evidence and valid as the original.

Signature

ACKNOWLEDGEMENT

State of New Jersey :
: SS
County of Atlantic :

On this, the ___ day of _____, 20___, before me a notary public, the undersigned officer, personally appeared _____, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained. In witness hereof, I hereunto set my hand and official seal.

Notary Public

(Seal)

**PAUL S. NEWMAN
CHIEF OF POLICE**



**POLICE (609) 641-3122
ADMINISTRATIVE BUSINESS
(609) 641-2832
FAX (609) 646-9539**

**NORTHFIELD POLICE DEPARTMENT
1600 SHORE ROAD
NORTHFIELD, NEW JERSEY 08225**

Applicants go to the following website

www.njportal.com/njsp/criminalrecords

- 1. Click Online Form 212A**
- 2. Enter ORI number NJ0011800**
- 3. Add Personal Information**
- 4. Add Address Information**
- 5. Reason for filing request..... Select – “Local Ordinance”
(located in the drop down menu)**
- 6. Select AGREE**
- 7. Review Application**
- 8. Pay with credit card.**

§ 220-34. Peddlers.

- A. It shall be unlawful for any person to engage in the business of a peddler, as defined in this chapter, within the corporate limits of the City of Northfield without first obtaining a license.
- B. The license fee for a peddler shall be \$100 per year. **[Amended 9-20-1983 by Ord. No. 12-83]**
- C. No peddler shall have an exclusive right to any location, nor shall he be permitted to operate in any congested area where his operation might impede or inconvenience the public. For purposes of this section, the judgment of a police officer, exercised by him in good faith, shall be deemed conclusive as to whether the area is congested or the public has been or is impeded or inconvenienced.
- D. From October 1 to March 31, no person shall sell, offer for sale, hock or peddle at any private residence or on any public roadway within the City of Northfield at any time before 9:00 a.m. or after 7:30 p.m. nor at any time on Sunday or a holiday. From April 1 to September 30, no person shall sell, offer for sale, hock or peddle at any private residence or on any public roadway within the City of Northfield before 9:00 a.m. or after 8:30 p.m. **[Amended 9-20-1983 by Ord. No. 12-83; 6-27-2017 by Ord. No. 8-2017]**
- E. It shall be the duty of any police officer of the City of Northfield to require any person seen peddling, and who is not known by such officer to be duly licensed, to produce his peddler's license and to enforce the provisions of this section against any persons found to be violating the same.
- F. Equipment used or employed by peddlers of goods for consumption and related commodities shall be maintained in a clean and sanitary manner and be subject to inspection of the Atlantic County Board of Health or its authorized agents. Any violation found and not immediately corrected shall be grounds for revocation of the license.
- G. Federal census takers and polls or surveys taken pursuant to federal, state or local laws shall be excepted from this section.

§ 220-35. Solicitors and canvassers.

- A. It shall be unlawful for any solicitor or canvasser, as defined in this chapter, to engage in such business within the City of Northfield without first obtaining a license.

- B. This section shall not apply to any person giving alarm of fire or similar emergency warning, discharging a governmental duty, distributing literature on behalf of a candidate for public office or making calls as part of a service to which the occupant of the house has subscribed.
- C. The fee for a solicitor's or canvasser's license shall be \$50 per application, with an additional charge of \$5 per day, or any portion thereof, for each solicitor or canvasser, and each individual solicitor or canvasser must be licensed in accordance with the provisions of this chapter. **[Amended 9-20-1983 by Ord. No. 12-83]**
- D. No soliciting or canvassing activity shall be conducted before 9:30 a.m. or after 6:00 p.m., nor at any time on Sundays or holidays. No licensee shall solicit at any residence or other building when prohibited by the householder with words to the effect that solicitors or canvassers are not invited or are prohibited, which may be satisfied by the placement of a sign or placard on the property which may be posted on a door, in a window or any other visible location. **[Amended 9-20-1983 by Ord. No. 12-83; 9-7-1993 by Ord. No. 27-93; 4-22-2008 by Ord. No. 3-2008]**
- E. Any duly incorporated organized society, civic club or fraternal organization sponsoring any social or amusement affair to raise funds strictly for charitable purposes shall be exempt from the payment of any license fee by the municipality. However, a permit shall be secured from the municipality. The application shall set forth the specific purpose for which the proceeds of the affair shall be devoted, the manner or method in which the funds will be raised and place and date where and when the social or amusement affair or solicitation of funds shall be held.
- F. Federal census takers and polls or surveys taken pursuant to federal, state or local laws shall be excepted from this section. **[Added 6-17-1980 by Ord. No. 15-80]**

§ 220-36. Transient merchants.

- A. It shall be unlawful for any transient merchant, itinerant merchant or itinerant vendor, as defined within this chapter, to engage in such business within the municipality without first obtaining a license.
- B. The fee for transient merchant's, itinerant merchant's or itinerant vendor's license shall be \$50 per application, with an additional

charge of \$5 per day or any portion thereof, and each and every person engaging in such activity shall be licensed in accordance with the provisions of this chapter. **[Amended 9-20-1983 by Ord. No. 12-83]**

- C. From October 1 to March 31, no sale or solicitation activity shall be carried on by any transient merchant, itinerant merchant or itinerant vendor at any private residence or on any public roadway within the City of Northfield before 9:00 a.m. or after 7:30 p.m. on weekdays and Saturdays. No such activity shall be carried on at any time on Sundays or holidays. **[Amended 9-20-1983 by Ord. No. 12-83; 6-27-2017 by Ord. No. 8-2017]**
- D. From April 1 to September 30, no sale or solicitation activity shall be carried on by any transient merchant, itinerant merchant or itinerant vendor at any private residence or on any public roadway within the City of Northfield before 9:00 a.m. or after 8:30 p.m. **[Added 6-27-2017 by Ord. No. 8-2017]**

§ 220-37. Handbills.

- A. No commercial handbill shall be distributed and no handbill distributor shall be permitted to engage in such business within the municipality without first obtaining a license.
- B. This section shall not apply to any person distributing information pursuant to federal, state or local law, nor shall it apply to any person distributing literature on behalf of a candidate for public office.
- C. The fee for distribution of handbills, commercial or noncommercial, shall be \$50 per application, plus an additional charge of \$5 per day or any portion thereof, and an additional \$25 per day for each advertising and demonstrating bus, wagon or vehicle. **[Amended 9-20-1983 by Ord. No. 12-83]**
- D. No person, in distribution of handbills, shall be permitted to operate in any congested area where his operation might impede or inconvenience the public. For the purpose of this section, the judgment of a police officer, exercised in good faith, shall be deemed conclusive as to whether the area is congested or the public impeded or inconvenienced.
- E. Any duly incorporated organized society, civic club or fraternal organization sponsoring any social or amusement affair to raise funds strictly for charitable purposes shall be exempt from the payment of any license fee by the City for the distribution of

handbills. However, a permit shall be secured from the City, which application shall set forth the specific purpose for which the proceeds of the affair being advertised will be devoted; the date, place and time when the handbills will be distributed; the number of handbills to be distributed; the number, name and relationship to the organization of the individuals distributing the handbills; and a copy of the handbill to be distributed shall be attached to the application for the permit.

- F. There shall be no distribution of handbills at any private residence within the City of Northfield earlier than the hour of 9:30 a.m. nor later than 6:00 p.m. **[Added 9-20-1983 by Ord. No. 12-83¹]**