

# UPPER DARBY TOWNSHIP

DEPARTMENT OF LICENSES & INSPECTION

100 GARRETT ROAD, RM. 109

UPPER DARBY, PA 19082

610-734-7613 (PHONE)

610-734-7638 (FAX)

## APPLICATION FOR LICENSE TO SOLICIT OR PEDDLE

- 1) Applicants must complete this application in full. **Failure to answer any of the questions in this application will result in an automatic denial of your application.**
  
- 2) Applicants must provide a background check completed by the Pennsylvania State Police for any individual who wishes to solicit or peddle in Upper Darby Township. Each background check must be submitted at time of application. For more info visit: (<https://epatch.state.pa.us/Home.jsp>).
  
- 3) All applicants shall pay to the Department a license fee in the amount of Two Hundred Dollars (\$200.00) for a one year license. In addition, applicants shall pay to the Department a license fee in the amount of One Hundred Dollars (\$100.00) for each employee whom will be peddling or soliciting within in the Township.
  
- 4) Each license is valid until the final day of the year in which it is issued. There is no pro-rated fee for this license. There will be no refunds for licenses which are revoked due to violation of Upper Darby Ordinance 2926.
  
- 5) An expired license must be renewed, and applicant for renewal shall pay the fee prescribed above and complete a new application.

**APPLICANT(S) INFORMATION**

Individual or Organization/ Company making solicitation

COMPANY NAME:

PHONE #

ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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Individual Supervising the Soliciting Campaign

NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#:

DOB:

SEX (M/F)

RACE:

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Individual Solicitors

1. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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2. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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3. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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4. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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5. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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6. NAME:

PHONE #

EMAIL ADDRESS:

HOME ADDRESS:

SS#

DOB:

SEX (M/F)

RACE:

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**ADDITIONAL INDIVIDUALS MAY BE ADDED BY SEPARATE PAGE**



## General Rules & Requirements for Door- To- Door Solicitation/ Peddling In Upper Darby Township

1. No license shall be issued and no person may peddle, solicit or operate an off-street retail sales business without complying with the provisions of the Upper Darby Ordinance 2926, as amended.
2. All peddlers and solicitors shall carry their license card at all times and shall present it, upon request to any department officer, or to any person upon whom they shall call or to whom they shall talk in the conduct of their business or solicitation.
3. No licensee shall permit any person to possess or use his license and shall immediately report its loss to the department.
4. No peddler, solicitor or sermonizer shall enter or attempt to enter any dwelling without the invitation or permission of the occupant and shall immediately leave any premises upon request of the occupant
5. No licensee shall represent his license to be an endorsement by the township of himself, his goods, his services, his employer or organization whom he represents
6. No licensee shall sell or offer for sale, seek or take orders or contract for any goods, wares, merchandise, article, device, subscription, contribution or service not stated in the application for which his license has been issued. Nor shall any licensee use any vehicle for soliciting, peddling or off-street retail sales other than the vehicle listed on his application
7. While engaging in peddling, soliciting or off-street retail sales, no licensee shall hawk or cry his goods, wares, merchandise, offers, contracts or services nor use any loudspeaker on the streets or sidewalks of the township
8. Except when permitted or where being loaded or unloaded, no goods, wares, or merchandise or property of any description whether for sale or otherwise may be placed, deposited or hung in, on, or over any public right of way
9. No sermonizer shall sell any goods, nor accept any contribution of any kind, without obtaining a license and conducting himself in accordance with the provisions of this ordinance governing peddlers and solicitors
10. Any resident may post a sign stating "No Solicitation" at their residence. If this sign is present, no one shall solicit, peddle or sermonize at that property.
11. Hours of peddling or soliciting: 8:00 a.m. to 7:00 p.m.

If you have any questions regarding the above items, please call Donna at 610-734-7614. Any violation of these rules or any other applicable Township Ordinances will result in the revocation of this license.