

**CITY OF KIRTLAND
CANVASSING/DOOR-TO-DOOR SOLICITATION APPLICATION**

Along with the completed application the following documents are required:

- A current Webcheck report (both BCI and FBI) for each applicant and person soliciting
- A \$150 Application Fee (only if approved)
- All persons soliciting must submit a valid photo identification subject to local criminal background check by the Kirtland Police Department

PART 1 - TO BE COMPLETED BY THE APPLICANT (please print or type)					
1	Applicant's Name				
2	Home Address		Cellular Number	Telephone Number	
3	City	State	Zip Code	County	
4	Birth Date	Age	Place of Birth	Driver's License/State ID No.	State
5	Sex Male Female	Height	Weight	Hair Color	Eye Color
6	Name of Firm, Corporation or Association For Whom Canvassing Is Being Done			Company Tax ID Number	
7	Address			Telephone Number	
8	City	State	Zip Code	County	
9	Immediate Supervisor Name	Office Number		Cellular Number	
10	Contact Email				
11	Brief Description of Goods Sold, Services to be Rendered, Or Funds Solicited				
12	If applicable, has applicant complied with the requirements of Ohio R.C. Chapter 1716 pertaining to charitable solicitations?				
	YES		NO		
13	City Income Tax Form filled out and filed with the City of Kirtland Tax Department? (Addendum B Attached)				
	YES		NO		

PART 2 - TO BE COMPLETED BY THE APPLICANT (please print or type)		
13	Has applicant ever been convicted of a felony violation(s) or misdemeanor(s)? <p style="text-align: right;">YES NO</p>	
14	If answering YES to Line 13, applicant must give the date, location and charge(s): 	
15	Has applicant ever had a permit revoked for canvassing, peddling or solicitation in the City of Kirtland or any other Municipality? <p style="text-align: right;">YES NO</p>	
16	If answering YES to Line 15, applicant must give the date and Municipality: 	
17	Signature of Applicant	Title
		Date
Any misrepresentation of identity of intention to make false, misleading, or deceptive statements while providing information required under City Ordinance 824.07 is grounds for Permit Revocation.		

**Kirtland Police Department Attachment A
Solicitors/Canvassing Permit**

<u>NAME:</u> _____ SSN: _____ DOB: _____ Driver's License #: _____ _____ Driver's License State: _____	<u>ADDRESS:</u> LOCAL: _____ _____ PERMANENT: _____ _____	<u>PHONE:</u> LOCAL: _____ _____ CELLULAR: _____ _____	OFFICE USE ONLY
<u>NAME:</u> _____ SSN: _____ DOB: _____ Driver's License #: _____ _____ Driver's License State: _____	<u>ADDRESS:</u> LOCAL: _____ _____ PERMANENT: _____ _____	<u>PHONE:</u> LOCAL: _____ _____ CELLULAR: _____ _____	OFFICE USE ONLY
<u>NAME:</u> _____ SSN: _____ DOB: _____ Driver's License #: _____ _____ Driver's License State: _____	<u>ADDRESS:</u> LOCAL: _____ _____ PERMANENT: _____ _____	<u>PHONE:</u> LOCAL: _____ _____ CELLULAR: _____ _____	OFFICE USE ONLY
<u>NAME:</u> _____ SSN: _____ DOB: _____ Driver's License #: _____ _____ Driver's License State: _____	<u>ADDRESS:</u> LOCAL: _____ _____ PERMANENT: _____ _____	<u>PHONE:</u> LOCAL: _____ _____ CELLULAR: _____ _____	OFFICE USE ONLY
<u>NAME:</u> _____ SSN: _____ DOB: _____ Driver's License #: _____ _____ Driver's License State: _____	<u>ADDRESS:</u> LOCAL: _____ _____ PERMANENT: _____ _____	<u>PHONE:</u> LOCAL: _____ _____ CELLULAR: _____ _____	OFFICE USE ONLY