



## Outdoor Sales, Peddlers and Solicitors Permit Application

Applications can be emailed to the permits department at [permits@cleveland.texas.gov](mailto:permits@cleveland.texas.gov)

*The requirements and restrictions below are required according to the City Ordinance Sec.30-151. Outdoor Sales and Chapter 90 Peddlers and Solicitors Sec. 90-3 Unlawful Conduct, Sec 90-14 Required, Sec. 90-20 Hours. and Sec 90-21 Trespass.*

### Outdoor Requirements and Restrictions:

1. Outdoor sales shall not be conducted on public property or right-of-way.
2. If the applicant conducting the sales is not the owner of the property where the sale is to be located, the application shall provide a signed statement by the property owner granting the applicant permission to conduct the sale.
3. Hours of operation. A permit for outdoor sales shall be for a period not to exceed 15 consecutive calendar days. The permittee shall be allowed to conduct business no earlier than 8:30 a.m. and no later than 9:00 p.m. The permittee must remove all items, tents, and materials used for the conduct of the outdoor sale from the location not later than 5:00 p.m. of the day after the final date of the permit.

### Peddlers and Solicitors Requirements and Restrictions:

1. Activities permitted shall be carried out only between the hours of 8:30 a.m. and 9:00 p.m.
2. The permit issued does allow for trespassing on private property.
3. Permittee must not conduct activities within the city after the expiration of the permit
4. Permittee must not use a vehicle not identified in the registration statement
5. Permittee must not conduct a business from a location within the city not listed in the registration

### The following will need to be submitted to obtain Solicitors' Permit & Badge/Outdoor Permit:

- Completed Peddlers and Solicitors Permit Application. (*attached*)
- A copy of valid Driver's License or Photo ID (*for everyone listed in the application*)
- Recent Photo, no greater than 2 inches (e.g. Passport photo) – *Peddlers/Solicitors Only*
- \$25 Solicitors Application Fee (*after permit approval*)
- Food Handlers (if selling, distributing or handling food products)
- Property Owner Permission Letter

**CERTIFIED COPY OF CERTIFICATE OF AUTHORITY TO DO BUSINESS IN TEXAS: YES \_\_\_\_\_ NO \_\_\_\_\_**  
If the applicant firm, company, or organization represented is a corporation incorporated under the laws of a state other than Texas, the applicant shall provide a certified copy of its certificate of authority to do business in Texas.

**STATE SALES TAX IDENTIFICATION NUMBER: YES \_\_\_\_\_ NO \_\_\_\_\_ (*provide copy to permit office*)**

**IF THE APPLICANT FIRM, COMPANY, OR ORGANIZATION REPRESENTED IS A CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF TEXAS, THE APPLICANT SHALL PROVIDE A CERTIFIED COPY OF THE CHARTER OR ARTICLES OF INCORPORATION.**

X

APPLICANT'S SIGNATURE

DATE



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*This certificate is personal to the applicant and shall not be sold, assigned, or transferred to any other person. Any attempted sale, assignment or transfer of this registration certificate identification shall be grounds for revocation of the registration certificate under ordinance no. 689 of the code of ordinances of the city of Cleveland, Texas.*

NAME OF APPLICANT \_\_\_\_\_ SEX: M F

HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ HAIR COLOR \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

PERMANENT ADDRESS \_\_\_\_\_

LOCAL ADDRESS (if different from permanent) \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ EXP. DATE \_\_\_\_\_

PHONE NO. \_\_\_\_\_ EMAIL: \_\_\_\_\_

ORGANIZATION NAME \_\_\_\_\_ Sales Tax ID \_\_\_\_\_

ORGANIZATION ADDRESS \_\_\_\_\_

**DESCRIPTION OF COMMODITIES, GOODS, MERCHANDISE OR SERVICES OFFERED FOR SALE OR NONCOMMERCIAL OR NONPROFIT PURPOSE OR CAUSE:**

*Applicants shall not conduct a business selling, offering for sale, exhibiting for sale, or taking orders for delivery of any commodities, goods, merchandise, or services not listed and described above.*

**LOCATION(S) BUSINESS ACTIVITIES WILL BE CONDUCTED:**

DATES OF ACTIVITIES \_\_\_\_\_ THROUGH \_\_\_\_\_

PERMISSION LETTER PROVIDED BY PROPERTY OWNER (if applicable): \_\_\_\_\_ Y \_\_\_\_\_ N

**PLEASE PROVIDE A COMPLETE DESCRIPTION OF ALL VEHICLES THAT WILL BE USED FOR THE TRANSPORTATION AND/OR STORAGE OF GOODS OR PRODUCTS COVERED UNDER THIS APPLICATION**

VEHICLE DESCRIPTION: \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE NO.

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### LIST ADDITIONAL INDIVIDUALS CONDUCTING ACTIVITIES UNDER THIS REGISTRATION CERTIFICATE:

NAME \_\_\_\_\_ SEX: M F

HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ HAIR COLOR \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ EXP. DATE \_\_\_\_\_

\*\*\*\*\*

NAME \_\_\_\_\_ SEX: M F

HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ HAIR COLOR \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS \_\_\_\_\_

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HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ HAIR COLOR \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ EXP. DATE \_\_\_\_\_

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**THE TERM OF THIS REGISTRATION STATEMENT IS FOR 180 DAYS FROM DATE OF ISSUANCE. A NEW  
REGISTRATION STATEMENT IS REQUIRED IF THE RENEWAL IS DESIRED.**

X

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### Office Use Only

DATE ISSUED: \_\_\_\_\_

PERMIT NO.: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_

CITY STAFF: \_\_\_\_\_