

City of Rockville  
**BUSINESS SOLICITATION/PEDDLERS LICENSE APPLICATION**

229 Broadway Street East, P.O. Box 93, Rockville MN 56369  
Phone 320-251-5836 • Fax 320-240-9620 • Email [cityhall@rockvillecity.org](mailto:cityhall@rockvillecity.org)

**Fee:** \$30.00 Local Resident/No Background Check or \$75.00 Non-Resident/Background Check Required

Please complete this application in full. Type or print legibly. Missing or incomplete information will result in delay of processing application. Please allow up to 14 days to process applications.

**APPLICANT INFORMATION:**

Applicant Name \_\_\_\_\_

Name of Corporation/Organization \_\_\_\_\_

All other names under which applicant conducts business or to which applicant officially answers:  
\_\_\_\_\_

Address \_\_\_\_\_

Contact Number \_\_\_\_\_ Email \_\_\_\_\_

Driver's License # and State Issued \_\_\_\_\_

U.S. Citizen: Yes \_\_\_\_\_ No \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

Proposed Location of Sales \_\_\_\_\_

Dates during which applicant intends to conduct business \_\_\_\_\_  
\_\_\_\_\_

Name and description of product \_\_\_\_\_  
\_\_\_\_\_

Address where complaints of faulty merchandise or service can be forwarded \_\_\_\_\_  
\_\_\_\_\_

Vehicle(s) used for this business (if more than one, please list all separately)

Make	Model	Year	State	License Number
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever been convicted of a felony, gross misdemeanor, misdemeanor, including violation of a municipal ordinance but excluding traffic violations: No \_\_\_\_\_ Yes \_\_\_\_\_

If yes, list the date(s) and place(s) of conviction and the nature of the offense:

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Applicant's current and previous occupations/employers for three years preceding the date of this application:

Three most recent locations where applicant has conducted business:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATA PRACTICES ADVISORY:** *The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record. The data is needed to distinguish this application from others, to identify this application in city license files, to verify the identity of the applicant, to contact the applicant if additional information is required, and to determine if the applicant meets all ordinance requirements.*

I HEREBY CERTIFY THAT ALL STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE AND UNDERSTAND THAT ANY MISSTATEMENTS OR OMISSIONS OF MATERIAL FACTS MAY RESULT IN DISQUALIFICATION OR DENIAL OF THE LICENSE.

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**Signature of Applicant**

**Date**

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**City of Rockville, City Administrator**

**Date**

**Office Use**

Date \_\_\_\_\_ Fee \$ \_\_\_\_\_ Check # \_\_\_\_\_ R# \_\_\_\_\_

Information sent to SCSD for background check (date submitted) \_\_\_\_\_

Background check information from SCSD (date received) \_\_\_\_\_



## CITY OF ROCKVILLE

### Peddlers, Solicitors, and Transient Merchants

**Peddler:** A person who goes from house to house, door to door, business to business, street to street, or any other type of place to place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell and delivering immediately upon sale, the goods, wares, products, merchandise or other personal property that the person is carrying or otherwise transporting. The term PEDDLER shall mean the same as the term "hawker."

**Solicitor:** A person who goes from house to house, door to door, business to business, street to street, or any other type of place to place, for the purpose of obtaining or obtaining to obtain orders for goods, wares, products, merchandise, other personal property or services of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term SOLICITOR shall mean the same as the term "canvasser."

**Transient Merchant:** A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty store front for the purpose of exposing or displaying for sale, selling or attempting to sell and delivering, goods, wares, products, merchandise or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days.

Exemptions for Peddlers Licensing;

Non-profit groups

Businesses who distribute products to regular customers with an established route (Schwans, etc.)

Farm/garden products where the farm is occupied and cultivated by the seller within the state

Garage sales, estates sales, rummage sales

Merchants making home deliveries

Door to door advocacy (canvassing, dissemination of religious, political and other ideas)

Regular business day: Any day during which the city hall is normally open for the purpose of conducting public business. Holidays defined by state law shall not be counted as regular business days.

*For more information see Chapter 113 of Basic Code which can be found on city's website at [www.rockvillecity.org](http://www.rockvillecity.org).*