



## *Solicitor's Application*

### **Code of Virginia, CHAPTER 2. SOLICITORS\***

**\*Cross reference**— Peddlers, §§ 12-1-45, 12-1-46.

**State Law reference**— Cities authorized to adopt ordinances for regulation and licensing of persons soliciting within the city, Va. Code, § 57-62.

### **Sec. 12-2-10. Conditions.**

A solicitor's permit shall be issued subject to the following conditions:

- (1) The holder shall have his solicitor's permit in his possession at all times and shall exhibit the same at any time upon request by any police officer of the city, or by any purchaser, or by any person being solicited.
- (2) The holder of a permit shall make no false statements or misrepresentations of facts in the course of carrying on the activity for which the permit is granted, and shall conduct himself at all times in an orderly and lawful manner.
- (3) For the sale or delivery of any goods, wares or merchandise, there shall be a written order or invoice, in duplicate, showing the name and address of the firm represented by the solicitor, issued and signed by the solicitor, and signed by the purchaser, stating the terms and conditions of the sale, a description of the goods, wares or merchandise, the quantity and price thereof, the date of sale or the date of delivery and the amount paid in advance, if any. The duplicate of such order or invoice shall be given to the purchaser.
- (4) The holder of a permit shall not sell, distribute or circulate literary material or canvass or solicit orders therefor or for goods or merchandise from pedestrian or vehicular traffic on or adjacent to any street within the limits of the city, in such a manner as will interfere with the normal and usual use of such street.
- (5) The holder of a permit shall not enter in or upon any house, building or other structure or any land or property, without the prior consent of the owner or occupant thereof, where there is placed or posted on the premises in a conspicuous position at or near the usual means of ingress, a sign or other form of notice stating or indicating that the owner or occupant thereof forbids or otherwise does not desire persons engaged in such or a similar activity to enter upon the premises. (Code 1973, § 25-10)

### **Sec. 12-2-11. Revocation.**

- (a) Any solicitor's permit issued under the provisions of this chapter may be revoked by the chief of police, after notice and hearing, for any fraud, misrepresentation or false statement contained in the application; for failure to observe the conditions of the permit; or, upon any subsequent conviction of any crime or misdemeanor involving moral turpitude.
- (b) Notice of the hearing for revocation of a permit shall be in writing, setting forth the specific reason for the hearing and the time and place thereof. Such notice shall be given to the holder of the permit at least two (2) days, if by personal service, and at least three (3) days, if by local mail, addressed to the holder's last known local address, prior to the stated hearing.
- (c) In the case where protection of the public interest necessitates such action, the chief of police may direct immediate revocation of a solicitor's permit by personal service of a notice thereof by the chief of police, or his designated subordinate, upon the holder or the person he represents. Wherein action in this manner is taken, the holder of the permit shall immediately discontinue those activities granted by the permit and this chapter, but the holder shall be entitled to a hearing within two (2) days from the revocation, and the notice of the revocation shall designate the time and place of the hearing. (Code 1973, § 25-11)



## *Solicitor's Application*

### **Personal Information:**

Full legal name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ State of Birth: \_\_\_\_\_ Social Security # \_\_\_\_\_  
Address (Permanent): \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Address (Temporary/School): \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone numbers: DAY \_\_\_\_\_ NIGHT \_\_\_\_\_ MOBILE \_\_\_\_\_

### **Business Information:**

Business Represented: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Items/Services Being Sold: \_\_\_\_\_

**Have you ever been convicted of a crime?**  YES  NO

If yes, provide state charge, jurisdiction, date, and circumstances:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Criminal History checked through the FBI  
 Code Section Reviewed  
 \$5 Fee Paid

*I understand the solicitor's permit is non-transferable and is good for thirty (30) days and no longer, except with compliance of Section 12-2-8 (Renewal) of the Harrisonburg City Code.*

*I have read and understand Section 12-2-10 and Section 12-2-11 of the Harrisonburg City Code concerning the REVOCATION AND CONDITIONS of the solicitor's permit.*

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



CITY OF HARRISONBURG  
**POLICE**  
DEPARTMENT

**POLICE CHIEF KELLEY WARNER**  
**DEPUTY CHIEF ROD POLLARD**  
**DEPUTY CHIEF TODD MILLER**

101 NORTH MAIN STREET, HARRISONBURG, VA 22802  
OFFICE (540) 437-2600 • FAX (540) 437-2691

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## *Solicitor's Application – RENEWAL*

\$5 Fee Paid

*I, \_\_\_\_\_, affirm that the statements made in the original applications are true and accurate statements at this renewal time.*

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

SIGNATURE: \_\_\_\_\_