

VILLAGE OF MANCHESTER
8 CLIFTON ST., PO BOX 188
MANCHESTER NY 14504
Telephone: (585) 289-4340
Facsimile: (585) 289-2004

PEDDLER/SOLICITOR PERMIT APPLICATION

COMPANY INFORMATION:

Name:

Address:

City, State, Zip Code:

Contact information

Provide a brief statement of the nature of the business and a description of the merchandise or service to be sold on company letterhead with signature.

Job Duration

Include Certificate of Liability Insurance naming the Village of Manchester NY as the additional insured Certificate Holder.

PERSONAL INFORMATION:

Name

Local Address

City, State, Zip Code

Local Phone Number

Permanent Home address, if different

Automobile (include make, model, color and year)

Include copy of driver's license and business identification card

License Plate Number of Automobile (include State)

Name of area manager, if applicable, and contact number

FOR FOOD RELATED VENDORS:

In accordance to the New York State Department of Health (NYSDOH), the vendor will need a Mobile Food Service and Push Cart Inspection Report and a Permit from the NYSDOH to Operate a Mobile Food Service Establishment.

OTHER:

Include two (2) business references located in the County of Ontario, State of New York, or in lieu thereof, such other available evidence of the character and business responsibility of the applicant as will enable an investigator to properly evaluate such character and responsibility.

Where an organization has several agents, each agent shall be register separately and each shall pay the appropriate fee. If company, and have more than one representative, provide additional personal information for each employee/agents peddling, soliciting or distributing merchandise or printed.

After approval, Cost of Permit: \$65.00 per six months; \$120.00 per year.