NOVI CITY CLERK'S OFFICE
45175 TEN MILE ROAD
NOVI, MI 48375
(248) 347-0456
Fax (248) 347-0577

NON-COMMERCIAL SOLICITATION PERMIT APPLICATION
Chapter 26

APPLICATIONS MUST BE FILED WITH THE CITY CLERK NOT LESS THAN FOURTEEN (14) DAYS PRIOR TO THE TIME A LICENSE IS DESIRED

Applicant information:

Name of applicant: _____ Phone #: ( ) _____

Home address: _____

Non-commercial organization information:

Name of organization: _____ Phone #: ( ) _____

Organization address: _____

If the applicant is not an individual, provide names and addresses of the organization's principal officers and managers:

_____

_____

Has the applicant been convicted of a felony or misdemeanor?

_____

Explain the purposes for which solicitation is made and the use or disposition to be made of any receipts therefrom; or property purchased if the same is to be distributed by a solicitor:

_____

_____

Outline the method, or methods, to be used in conducting the solicitations:

_____

SOLICITATION BY MINORS:

Provide the following for each minor:

- Name and address of minor
- Name, address and telephone number of a parent or guardian that may be contacted in the case of an emergency regarding the minor.
- Evidence that any work permit required pursuant to MCL 409.104, has been obtained.
- A telephone number of the applicant in charge so that contact can be made at all times when solicitation by a minor or minors is taking place.

SOLICITATION BY ADULTS:

- Provide the names and addresses of the person, or persons, who will be in direct charge of conducting the solicitations.
- Attach a copy of the front and back of each applicant's state issued ID.
- You must also indicate whether the applicant has been convicted of a felony or misdemeanor.

Person in charge	Address & phone number	Ever been convicted of a felony or misdemeanor?

- Provide the names and addresses of the person, or persons, who will participate in the solicitations. (Use additional pages if necessary)
- Attach a copy of the front and back of each applicant's state issued ID.
- You must also indicate whether the applicant has been convicted of a felony or misdemeanor.

Participants Name	Address & phone number	Ever been convicted of a felony or misdemeanor?

State the proposed dates for such solicitations and hours of the day:

_____

State the proposed location(s) where solicitations will take place.

_____

_____

A permit for solicitation within the city limits shall remain valid for a period of ninety (90) days; provided, however, that a permit allowing solicitation while remaining in a fixed or limited area within a public right-of-way within the city, including a street corner or intersection, shall be valid for a period of ten (10) consecutive days only, for each applicant. No applicant shall receive more than two (2) such permits for solicitation in any one (1) calendar year. No permit for solicitation within a public right-of-way shall authorize such solicitation at more than four (4) separate street corner or intersection locations within the city on the same day.

Hours of peddling/solicitation; additional requirements:

(a) No peddling or solicitation may be conducted after 9:00 p.m. or dusk (whichever is earlier) or before 9:00 a.m., prevailing time.

(b) No person under the age of fourteen (14) shall solicit after 7:00 p.m., prevailing time, unless accompanied by an adult. No minor shall engage in solicitation while remaining in a fixed or limited area within a public right-of-way, including a street corner or intersection.

(c) No peddler or solicitor shall enter into property which has posted a "No Solicitation," "No Trespassing," "No Peddlers or Agents," "No Advertisements" sign, or its equivalent, of at least sixteen (16) square inches in a conspicuous and prominent location.

(d) No peddling of goods or services shall be permitted within a public right-of-way, including any street corner or intersection, or on other public property.

(e) No peddler or solicitor shall obstruct the free flow of vehicular or pedestrian traffic on any street, lane, sidewalk, or driveway.

(f) No peddler or solicitor shall engage in such activity in any public right-of-way or on any street, sidewalk, or other public place after being ordered to leave or desist by a police officer or public official or employee authorized to issue civil infraction violation notices.

(g) No peddler or solicitor shall threaten or harass any resident of the city in the course of their activities or in any way engage in any conduct that would tend to threaten the health and safety of another or cause a nuisance, including, but not limited to, shouting, crying out, blowing horns, or ringing bells or similar devices designed to attract the attention of the public so as to be audible within an enclosed structure.

(h) No solicitor shall engage in solicitation while remaining in a fixed or limited area within a public right-of-way, including a street corner, or intersection, unless he or she is wearing a reflective safety vest or other apparel identifying the individual as a solicitor or representative of the individual or entity on whose behalf the solicitor is acting.

(i) No peddler or solicitor shall remain on private property after having been asked or directed to leave the premises by any person lawfully in possession of the premises. License must be carried on your person.

Applications must be submitted with the following attachments:

- ☐ A copy of the front and back of the applicant's current driver's license.
- ☐ The names, addresses, and telephone numbers of the person(s) who will be in direct charge of conducting the solicitations, as well as copy of the front and back of their drivers license.
- ☐ The name and address of each minor.
- ☐ The name, address, and telephone number of a parent or guardian that may be contacted in the case of an emergency regarding the minor.
- ☐ Evidence that any work permit required pursuant to MCL 409.14 has been obtained.
- ☐ $100 non-refundable application fee. May be cash, card (will include a 3% service charge), or a check made payable to "City of Novi".

I hereby authorize the City of Novi to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant for the license.

_____

Signature of applicant

Subscribed and sworn before me, this _____ day of _____, 20____

_____

Notary public

_____ County, Michigan

My commission expires: _____