

**TOWN OF GREENPORT**

600 Town Hall Drive  
Hudson, New York 12534

**Application for License as Peddler, Vendor and Solicitor**

Date: \_\_\_\_\_

License No: \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_

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

Address: \_\_\_\_\_

\_\_\_\_\_

Phone No: \_\_\_\_\_

Email: \_\_\_\_\_

**Name of Firm, Corp. or Organization you**

**Represent:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone No: \_\_\_\_\_

Name of Superior: \_\_\_\_\_

Email: \_\_\_\_\_

**Location(s) where you plan to sell:**

**Address:** \_\_\_\_\_

Property Owner: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone No: \_\_\_\_\_

Email: \_\_\_\_\_

**Tax Map No:** \_\_\_\_\_

(If you plan to sell from more than one location please attach a list of each location with owner name, address and tax map number. Each location will require an owner authorization letter)

**INFORMATION:**

Have you ever been convicted of a crime other than a traffic offense? \_\_\_\_\_. If so, state date, type of crime and court: \_\_\_\_\_

Will you have persons assisting you in selling? \_\_\_\_\_. If so list each person's name and address below: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

State kinds of goods, wares, or merchandise you desire to sell, or the kind of service you want to perform: \_\_\_\_\_

\_\_\_\_\_

Vehicles employed in the conduct of your business: (If more space need please include attachment)

Vehicle	License Plate No.	Expiration Date	Registered Owner
_____	_____	_____	_____

Driver's License Number of Applicant: \_\_\_\_\_

Do you operate a farm? Yes \_\_\_\_ No \_\_\_\_ If yes, give exact location and mailing address: \_\_\_\_\_

\_\_\_\_\_

Farm products you will be selling: \_\_\_\_\_

\_\_\_\_\_

Do you intend to sell goods requiring measuring or weighing? \_\_\_\_\_ (if so, a certificate of the Sealer of Weights and Measures, stating all devices are working properly, must accompany the application)

Dates you intend to be at the above location(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

This Application has been: [ ] Approved [ ] Disapproved

Signature of Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Town Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_

## **Peddler, Vendor and Solicitor APPLICATION REQUIREMENTS**

1. Fill in application completely and legibly. Fee is due upon submission of application.
2. Sketch of the area proposed for the operation of the established business, including the following:
  - Location and size of any temporary structure or tent and other support facilities or equipment.
  - Location of area used for the display of products or services offered.
  - Location, size and number of parking spaces to be used by the proprietor and customers.
  - Location and size of any signage proposed, which must be in compliance with Chapter 102, Signs and Billboards, of the Code of the Town of Greenport.
  - Location and size of all temporary lighting proposed.
  - Dimensions of the largest rectangle that would encompass the area to be used for the temporary structure or tent, the product or service display, and the parking for the proprietor and customers. This area should not exceed 1,000 square feet.
3. Authorization letter from the property owner of each property you may use or contract/lease.
4. Authorization letter from the firm or company which the applicant purports to represent.
5. Each person peddling or soliciting for the same firm or company may be required to file a separate application.
6. All Licenses expire on the First of May following the issuance of such license.
7. A Vendors license is nontransferable and shall be in the continuous possession of the licensee while engaged in the licensed business.
8. The license shall be produced upon request of any Town official, prospective purchaser, police officer or sheriff or his deputies.

**Fees:** (Any license for over 30 days will be charged the *One Year* fee of \$100.00)

One Day	\$10.00
One Week	\$20.00
One Month	\$50.00
One Year	\$100.00