

**PARK CITY MUNICIPAL CORPORATION**  
 445 Marsac Ave. P.O. BOX 1480 PARK CITY, UT 84060 435-615-5225 [business@parkcity.org](mailto:business@parkcity.org)



**SOLICITATION LICENSE APPLICATION**

Section 1: General Information-Please fill out completely					
Business Name, DBA			Business Telephone #		
Business Street Address (P.O. Box not acceptable)		City	State	Zip	
Business Mailing Address		City	State	Zip	
Describe in detail what you will be soliciting:					
Utah DBA File Number		Federal ID	Sales Tax Number		State License Number
Business type: <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Other _____					Number of Solicitors
Is your business a home occupation? YES                      NO					
A current background check certificate is attached to this application (required)? YES                      NO					
Section 2: Additional Information					
Please list all Managers, Agent for Service of Process, & Owners' names. Please include signatures. Use additional sheets if necessary, following the same format shown below.					
Name		Title	Social Security #		Date of Birth
Home address		City	State	Zip	Email address:
Signature			Date		Telephone #
Name		Title	Social Security #		Date of Birth
Home address		City	State	Zip	Email Address:
Signature			Date		Telephone #

Name	Title	Social Security #		Date of Birth
Home address	City	State	Zip	Email Address:
Signature		Date		Telephone #
Section 3 Additional Solicitors				

Please include signatures. Use additional sheets if necessary, following the same format shown below.

Name	Social Security #	Date of Birth
Signature		Date
Name	Social Security #	Date of Birth
Signature		Date
Name	Social Security #	Date of Birth
Signature		Date

Section 4-City Code

I certify under penalty of perjury and license revocation that I am the authorized representative of the property owner; that I have read, know, and fully understand the information and provisions of this license and the accompanying ordinance section governing business licenses; I certify that the information provided and representation made are complete and accurate to the best of my knowledge and my application is in accordance with Park City ordinances. This license shall be VOID if information or representations provided by licensee is incorrect or later changes and I fail to update such information within ten business days of the change of information. I acknowledge and understand the following: 1) that THIS IS NOT A LICENSE, but merely an application for a license to do business within Park City. 2) that if my application is approved, I shall be notified and issued a license certificate which must be displayed at my place of business at all times. 3) that all Business Licenses expire on September 30<sup>th</sup> of the year issued. 4) That the granting of this license to do business within Park City does not discharge or replace any other licensing or registration requirements I may have under City, County, State, or Federal laws.

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

Please initial that you have received a copy of Park City Municipal Codes 4-3-2 E & 4-10, have read and understand the information provided: \_\_\_\_\_



#### **4-3-2 Specific Additional License Application Requirements**

- E. **Solicitors.** The application for a Solicitor license shall require the following additional information:
1. Date of birth and social security number of the applicant;
  2. Signatures by both the Person to be licensed as a Solicitor and by an authorized representative of the Business or businesses for which the licensee will solicit, referred to as the "primary business" in this Title; and
  3. Disclosure of the existence of any investigations by any local, state, or federal regulatory agency into allegations of fraud, deceit, securities violations, real estate sales or brokerage license suspension proceedings, or any pending charges on any felony, provided, however, that if the applicant is a licensed real estate or securities salesman, the foregoing information concerning the applicant's background may be supplied by providing the date of issuance of that state license by the Utah Department of Commerce and such other information as necessary to correctly identify the applicant with that Department.
  4. A current Background Check Certificate.

#### **4-10 Solicitors**

4-10-1 Solicitor Of Goods Or Merchandise

4-10-2 Terms And Conditions Of Solicitation Licenses

4-10-3 Art Exhibition For Sale On Public Property

4-10-4 Exemptions

4-10-5 Repealed By Ord 2017-51

#### **4-10-1 Solicitor Of Goods Or Merchandise**

Unless authorized and licensed by this Chapter, Solicitors of goods or merchandise are prohibited from Conducting Business within Park City.

#### **4-10-2 Terms And Conditions Of Solicitation Licenses**

The Finance Department may issue a license to a Solicitor of goods and services, accommodations, franchises, investments, or any interest in real property or time intervals in the use or ownership of property, subject to the following terms and conditions:

- A. The Solicitor makes contact with the public at a location other than at the regular Place of Business at which the goods and services are actually sold or performed;
- B. The Solicitor shall only contact the public on a door-to-door basis;
- C. No solicitation activities shall be conducted on public streets, sidewalks, or public property; The Solicitor shall not enter any premises in which a "No Solicitors Allowed" sign, or the equivalent thereof, has been posted;
- D. The Solicitor may only carry goods or merchandise for display, not for sale, but the Solicitor may deliver previously ordered goods or merchandise;
- E. No Solicitor shall give or pass handbills, literature, or other printed matter to passersby or place them on cars, buildings, driveways, doorways, or porches. The licensee, including the primary Business signing the license application, shall be responsible for any littering caused by that licensee's handbills being discarded or not being picked up;
- F. It shall be unlawful for any Person to solicit from any motor vehicle by means of calling or hailing from inside or on the vehicle, or to use any sound amplification equipment to broadcast solicitations from the vehicle.
- G. The Solicitor shall inform each buyer of the right to cancel a home solicitation sale pursuant to state law; and
- H. The Business or businesses which have signed the application for a Solicitor license shall be jointly liable for the conduct of that Solicitor while engaged in conduct intended to further the Business interests of the primary Business.

#### **4-10-4 Exemptions**

The licensing provisions of this Chapter shall not apply to the following kinds of activities that would otherwise fall within the purview of this Chapter:

- A. **Political Actions.** No license shall be required to solicit signatures on petitions of a political nature or to canvass or solicit funds on behalf of candidates for office or ballot issues. Campaign literature may be delivered to homes, subject to the delivery conditions set forth below under Unsolicited Deliveries.
- B. **Religious Actions.** No license shall be required of Persons exercising their right to express their religious views, provided however, that no Person shall use this exemption to sell merchandise. Delivery of any publication or material shall be subject to the delivery conditions set forth below under Unsolicited Deliveries.
- C. **Civic Groups.** No license shall be required of local civic organizations, such as Boy Scouts, Girl Scouts, historic preservation groups, schools, museums, not-for-profit corporations, or other charities. Delivery of any publication or material shall be subject to the delivery conditions set forth below under Unsolicited Deliveries.
- D. **Wholesale Solicitation.** No license shall be required of Persons who are soliciting Business on a wholesale basis only who are exempt under any provision of the Utah Code. For purposes of this Chapter, the solicitation of orders to place advertising in periodicals or for later broadcasts shall be deemed wholesale solicitation, and exempt from licensing.
- E. **Solicited Deliveries.** No license shall be required of any Person making a Solicited Delivery.
- F. **Unsolicited Deliveries.** No license shall be required of any Person making an Unsolicited Delivery. However, any Person making an Unsolicited Delivery of any kind shall not cause unsolicited material to be stacked, piled, or accumulated on any driveway, porch, automobile, building, yard, doorway, stairwell, or doorknob, without the prior express consent of the occupant of the premises. It shall be unlawful for any Person to deliver any unsolicited material to a residence where that Person's previously delivered material remains uncollected. Additionally, any Person making such an Unsolicited Delivery to a residence, who finds prior uncollected material there, shall properly dispose of that Person's uncollected material.
- G. **State Licensees.** Solicitors who hold valid state issued licenses to act as real estate brokers or salesmen, stock brokers, or insurance agents or salesmen need not obtain a separate Solicitor license from the City, but shall conduct their solicitation activities in accordance with the provisions of this Code.
- H. **Delivery Prohibition.** It shall be unlawful for any Person to deliver any unsolicited material to any Person, residence, or premises where the occupant thereof has requested that such delivery cease or where such occupant has posted his/her desire not to receive such unsolicited material.