



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO ALL APPLICANTS FOR A LICENSE TO SOLICIT OR PEDDLE

**YOU MUST SUBMIT THE FOLLOWING INFORMATION FOR YOUR APPLICATION TO BE
ACCEPTED AND PROCESSED:**

1. A completed, signed and notarized application.
2. A copy of your Birth Certificate, Driver's License or Passport.
3. Copy of Sales Tax Certificate.
4. Evidence of Health Code Compliance, *where applicable*.
5. Proof of application for Cromwell Planning & Zoning Permit, *where applicable*.
6. Application will be processed within five (5) working days, at which time you will be notified.
7. Upon issuance of license, applicant must pay \$50.00 for each calendar month or portion thereof; up to the period of one (1) calendar year ending December 31, but in no event to exceed the maximum fee per year set forth in Connecticut General Statutes 21-37 (\$200.00)

****NOTE:** ANY ORGANIZATION UNDER 178-12(B) EXEMPT BY THE CHIEF OF POLICE, WITH NUMEROUS PEOPLE SOLICITING WITHIN THE TOWN OF CROMWELL, MUST PROVIDE A LIST OF EACH INDIVIDUAL SOLICITING ON BEHALF OF THE ORGANIZATION. THIS LIST SHOULD INCLUDE NAME, ADDRESS, TELEPHONE #, AND DATE OF BIRTH. (ONLY ONE REGISTRATION FEE OF \$5.00 IS REQUIRED FOR THE ORGANIZATION - NOT EACH INDIVIDUAL).



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NOTE: WHEN WORKING ON BEHALF OF ANOTHER COMPANY:

Please follow these instructions carefully when applying for a Solicitor Permit within the Town of Cromwell:

- 1) One signed, **notarized** application from a "President", or similar title must be received from an individual on behalf of the organization. **This application must be accompanied by a copy of Birth Certificate, Driver's License or Passport of individual.**
- 2) The fee will be paid only by the Company (if they are for profit), of which is \$50.00 per month, or any part of the month.
- 3) Make copies of the enclosed application and submit one for **each individual** that will be soliciting within the Town of Cromwell.
- 4) Each of the above individual applications **must** be accompanied by a copy of their Birth Certificate, Driver's License or Passport. Each application must have original applicant's signatures (faxed applications, etc. are not acceptable).
- 5) No lists are acceptable on the day on which the organization plans to solicit within Town. ***Each individual must have already applied, been approved and received both a copy of the license for the organization and a badge for themselves before soliciting within Town.***