CITY OF GILLETTE

APPLICATION FOR TEMPORARY ITINERANT MERCHANT/DOOR TO DOOR SOLICITOR'S LICENSE

NOTE: This license is for the selling or offering for sale, or taking or attempting to take orders for the sale of goods or services of any kind. THERE SHALL BE NO SOLICITATION UPON ANY PREMISES PRIOR TO 8:00 A.M. OR AFTER 8:00 P.M., LOCAL TIME, OF ANY DAY (City Code Chapter 10-28 (i)(2))

REQUIRED ATTACHMENTS:

- ☐ Letter from the property owner allowing the Itinerant Merchant to do business on property
- ☐ $1,000 bond to the City of Gillette
- ☐ Copy of Contractor's License (if applicable)
- ☐ Photo copies of driver's licenses of all door-to-door sales people
- ☐ Photo copies of vehicle registration of all vehicles used for door-to-door sales
- ☐ Itinerant Merchant Permit Fee: $25/day (additional $5/day for door-to-door sales)

BUSINESS NAME:_____

PROPOSED SELLING DATES: _____ **TO** _____

APPLICANT'S NAME:_____

BUSINESS ADDRESS/CITY/STATE/ZIP

LOCAL ADDRESS & PHONE NUMBER (i.e. Hotel where staying):

BUSINESS TELEPHONE NUMBER: (_____)_____

CELL NUMBER OF APPLICANT: (_____)_____

DESCRIPTION OF ITEMS/SERVICES TO BE SOLD:_____

_____

DO YOU HAVE WYOMING SALES TAX #: ☐ **YES** ☐ **NO***

WYOMING SALES TAX #:_____

***IF NO, CONTACT THE DEPT OF REVENUE AT 307-682-6061 PRIOR TO OBTAINING A SOLICITOR'S PERMIT.**
IF TAX EXEMPT, TAX EXEMPT NO. _____(required)

Will Orders be taken for future delivery of merchandise? ☐ **Yes** ☐ **No**

Will Merchandise be delivered at time of sale? ☐ **Yes** ☐ **No**

Will payment be made at time of sale or upon delivery? ☐ **Sale** ☐ **Delivery**

Applicant:_____ **Approved by:** _____

NOMINATION OF CLERK AS AGENT TO ACKNOWLEDGE

I, _____, on behalf of _____,
(Name of Applicant) (Name of Business/Company)
do hereby appoint the Gillette City Clerk as my lawful agent with full power and authority to acknowledge service of notice of process for and on behalf of said applicant in respect to any matters connected with or arising out of the business transacted under said license issued to me pursuant to Section 10-28(e) of the Gillette City Code.

_____ _____
Signature of Licensee Date

State of Wyoming
ss.
County of Campbell

The foregoing instrument was acknowledged before me by _____
this _____day of_____, 20_____.

Witness my hand and official Seal. _____
Notary Public

My Commission Expires ____/____/_____

RECEIPT OF RESTRICTIONS REGULATING THIS LICENSE

Date:_____ Business Name:_____

Name of Authorized Agent for Business:_____

I,_____, authorized agent representing the above referenced business, have received a copy of City Code, Chapters 10-28 and 10-29, for Gillette, Wyoming, pertaining to Itinerant Merchant/Door to Door Solicitor Licensing. I understand it is my responsibility, as the authorized agent, to ensure that all sales people, selling on behalf of said business in Gillette, Wyoming, have been informed of the information provided in the attached document.

I hereby affirm that neither this applicant nor any of its employees who will work within Gillette have ever been convicted of a violation of this ordinance or any other ordinance governing selling as a transient merchant or door-to-door vendor. I understand that a license shall not be issued to any applicant who has been convicted of a violation of this ordinance or any other ordinance governing selling as a transient merchant or door-to-door vendor or has had a previous license revoked by the City of Gillette.

Dated this_____day of_____, 20_____.

_____
Signature

_____
Print Name

FOR USE BY CITY CLERK'S OFFICE *BY:*_____

*FEE PAID: $*_____ *DATE PAID:* _____ *DATE ISSUED:* _____

*TERM OF LICENSE:*_____ *LICENSE NO.:*_____

*COMMENTS:*_____

_____

_____

License Revocation Date: _____ *Date of Hearing:* _____

Print Form