



FRANKLIN PARK BOROUGH **SOLICITATION PERMIT REQUIREMENTS**

All individuals soliciting/peddling in Franklin Park Borough must have a permit. The Borough does not allow for shadowing or drivers without permits.

- The application form must be completed and signed by the applicant. The information required on the application includes but is not limited to the following:
 - All questions under “Soliciting Information”
 - All questions under “Applicant’s information”
 - Name of the organization for which the applicant is peddling/soliciting for (if different from employer)
 - Type of goods, wares, merchandise
 - Length of time the peddling/soliciting will be carried on
 - The type and license of every vehicle to be used

****Applications containing any unanswered questions/areas will be rejected until completed.****

- Two (2) clear color 1”x1” head and shoulder photos - **Photos must have a solid single-color background (preferably not black), no hats can be worn, and no group photos are accepted.** If the submitted photos are not as requested, they will not be accepted.
- Full identification - If not providing the original at the Borough office, **a clear legible color copy** must be submitted.
 - Valid State Driver’s License
 - ID containing applicants’ photo and address
- Criminal record background check – **originals (no copies)**, provided by the applicant
 - Residents of PA exclusively since age 18 – Pennsylvania State Police Request for Criminal Records Check only (valid for one year) - <https://epatch.pa.gov/home>
 - Residents of another state since age 18 – Federal Criminal History Record Information (CHRI) – FBI Report (valid for one year)
The best site to use for the federal process is:
<http://keepkidssafe.pa.gov/resources/clearances/fbifinger/index.htm>
<https://www.identogo.com> - Use Service Code 1KG756
- Non-refundable fee of \$150.00 payable to the Borough of Franklin Park upon submission of application(s).
- The Borough Ordinance may be found on-line at www.franklinparkborough.us, Chapter 154 of the Code of the Borough of Franklin Park, “Peddling and Soliciting”.
- You will receive a copy of the No Solicitation List when you pick up your permit. It shall be a violation for a peddler or solicitor to go upon any property listed on the No Soliciting/Peddling List or has a sign posted on their property.
- It shall be a violation for any peddler, solicitor or canvasser to go upon any property on which the owner or resident has posted a "No Soliciting/Peddling/Canvassing" or similar sign.

You can also follow the link to our website page to submit your application online:

<https://www.franklinparkborough.us/379/Solicitation-Permits>.