



## Solicitor/Peddler/Transient Merchant License Application

**A copy of the applicant's photo and application will be forwarded to the Lawrence Police Department for a background check. Government issued photo identification must be provided.**

Applicant Information						
Last Name:		First Name:			Middle Name:	
Driver's License or other government issued ID #:			Type of ID:		State:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Home Address	Street:		City:		State:	Zip:
Local Contact Address	Street:		City:		State:	Zip:
Home Phone Number:		E-Mail Address:		State:	Date of Birth:	Place of Birth:
Have you ever been convicted, under the laws of the State of Kansas or any other jurisdiction, of a felony or of a crime involving dishonesty? <input type="checkbox"/> Yes <input type="checkbox"/> No						
If yes to the above question, state nature of offense and penalty:						
Do you have an outstanding arrest warrant in any jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Are you a fugitive from any jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Have you had a permit or license related to selling activities revoked in this or another jurisdiction during the past 2 years? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Business Information						
Check the Type of License Applying for: <input type="checkbox"/> Solicitor <input type="checkbox"/> Peddler <input type="checkbox"/> Transient Merchant						
Nature of Business:			E-Mail Address:		Kansas Sales Tax Number:	
Business Address	Street:		City:		State:	Zip:
Name of Employer:				Employer Telephone:		
Employer Address	Street:		City:		State:	Zip:
Goods to be Sold:						
Proposed Selling Location:				Proposed Selling Dates:		
Vehicle Description	Make:		Model:		Year:	Color: License #:

I hereby agree to comply with the rules and regulations of the City of Lawrence concerning this license. I have read the contents of this application and all information and answers herein contained are complete and true. I understand the fee paid for processing this application and license is not refundable in the event the license is not granted for any reason. Soliciting on the University of Kansas campus must be approved by the University. Please call 785-864-4904.

**PLEASE INCLUDE**  \$250.00 Fee per Solicitor  
 Your government issued photo ID to be copied by City staff

\_\_\_\_\_  
 APPLICANT'S NAME (Printed)

\_\_\_\_\_  
 APPLICANT'S SIGNATURE

\_\_\_\_\_  
 TODAY'S DATE



## Solicitor/Peddler/Transient Merchant License

### FREQUENTLY ASKED QUESTIONS

Q: How long do I have to wait for my license to be issued?

A: If an applicant meets all license requirements, the license will be issued within five (5) business days.

Q: Do solicitors, peddlers, and transient merchants need to display their license at all times?

A: Yes. The license must be prominently displayed at all times by wearing it on a lanyard, clipped to clothing, or in some other way such that it is visible at all times while operating as a solicitor, peddler or transient merchant.

Q: What is the difference between a solicitor, peddler, and transient merchant?

A: A **SOLICITOR** is any person, traveling by foot or by any other means, taking or attempting to take orders for the sale of merchandise, services, or other items for future delivery.

A **PEDDLER** is any person, traveling by foot or by any other means, transporting any merchandise or other items and exposing and offering the same for sale; or who, without traveling from place to place, shall from a wagon, automotive vehicle, or other form of conveyance expose and offer any merchandise or other items for sale.

A **TRANSIENT MERCHANT** is any person who engages in a temporary business, selling and delivering merchandise or other items, and who, in furtherance of such purpose, hires, leases, or occupies any building, structure, motor vehicle, hotel room, public room, apartment, shop, street, or alleyway within the corporate limits of the City, for the exhibition and sale of such merchandise or other items.

Coordinators of events who manage or solicit retail vendors to sell at the venue must contact the Kansas Department of Revenue Events Agent 30 days prior to the event. The coordinator will be supplied with sales tax packets to distribute to their vendors.”

[Kdor\\_special.events@ks.gov](mailto:Kdor_special.events@ks.gov)

(913) 631-0296 x 202

or

KDOR

Attn: Special Events

13420 W 62<sup>nd</sup> Terr

Shawnee, KS 66216

Q: Is it illegal to sell door to door where a “no solicitors” sign is posted?

A: Yes, it is illegal to try to sell where “no solicitors,” “no trespassers” or a similar sign is posted.

Q: Are there restricted hours for using the Solicitor/Peddler/Transient Merchant license?

A: Yes, activities of solicitors, peddlers, and transient merchants within residential districts are only allowed between 9:00 a.m. and 8:00 p.m.