



## Solicitors/Peddlers Permit Application

The purpose of this Permit/License is to minimize the unwelcome disturbance of the quiet enjoyment of residents and property owners within the City of Kuna and to otherwise protect their health, safety & welfare by regulating, controlling and licensing door-to-door solicitors and peddlers.

Kuna City Code (KCC) 3-3-2 defines Solicitors & Peddlers as follows:

**SOLICITOR:** Any person who goes upon the premises of any private residential unit or group home in the City of Kuna, not having been invited by the occupant thereof, for the purpose of taking orders for, or offering to take orders for goods, wares, or merchandise or any article for future delivery, or for services to be performed in the future, or for making, manufacturing or repairing of any article or thing whatsoever for future delivery.

**PEDDLER:** Any person who goes upon the premises of any private residential unit or group home setting in the City of Kuna, not having been invited by the occupant thereof, who sells or offers to sell any commodity, article or subscription of any nature. This definition includes, but is not limited to, any person who solicits orders and makes deliveries to residential purchasers but does not include persons engaged in the delivery of pre-purchased goods for that purpose only.

Kuna City Code (KCC) 3-3-2 defines charitable as follows:

**CHARITABLE:** Is defined as, and includes, the words philanthropic, benevolent, education, civic, cultural, religious or fraternal.

### 3-3-11: LICENSE EXEMPTION

- A. Non-profit entities that are charitable and/or educational and which are administered and whose administrative address is in the city may apply to the city clerk for an exemption of application fees, license bond requirement and/or extension of the license period beyond six months. The city clerk shall grant such exemption in the event the applicant has:
1. Provided all the application information relevant to their request for a license; and
  2. Provided proof that they are a charitable and/or educational non-profit entity and that the licensed peddling and solicitation is in accordance with their charitable and/or educational purposes; and
- B. The applicant may also request an exemption from the license expiration for a specified period not greater than five (5) years subject to the applicant verifying that the applicant:
1. Will be repeating the same licensed peddling and solicitations for a stated period beyond six (6) months; and
  2. Agrees to provide notice to the city clerk each time the applicant will conduct the licensed peddling and solicitation; and
  3. Will also provide the city clerk with information of any changes in the information provided in the application.

#### **Licensing Fees:**

**\$30.00 Solicitors License** payable to the City of Kuna

**\$33.25 Background Check** payable to the City of Kuna

**\$10.00 Fingerprinting** payable to the Idaho State Police

**\$73.25 Total**



## Solicitors/Peddlers Permit Application

**\*\*PLEASE NOTE\*\*** Appointments are required to submit your application.  
Contact the Kuna City Clerk's Office at (208) 387-7726 to schedule an appointment.  
*Same day appointments are not permitted.*  
*Applicant must have a complete application packet at time of appointment. (All questions answered and all required attachments in hand) Partial packets **cannot** be held or processed.*

1. Application Date: \_\_\_\_\_
2. Full Legal Name: \_\_\_\_\_
3. Local Address: \_\_\_\_\_ City: \_\_\_\_\_ State: Idaho Zip: \_\_\_\_\_
4. Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_
5. Permanent Address: \_\_\_\_\_ City: \_\_\_\_\_ State: Idaho Zip: \_\_\_\_\_
6. Company Represented: \_\_\_\_\_
7. Company Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
8. Company Phone: \_\_\_\_\_ Company Email: \_\_\_\_\_
9. Social Security OR Valid Driver's License Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_
10. Supervisors Name: \_\_\_\_\_ Supervisors Phone Number: \_\_\_\_\_
11. Do you have any warrants, criminal charges and/or convictions, withheld judgements or pleas of nolo contendere for felony's or misdemeanor violations in the last five (5) years? If YES, please provide dates & locations. If NO, indicate N/A.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. Have you ever had a Solicitors/Peddlers Permit or License revoked or suspended within the last five (5) years? If YES, please provide dates & locations. If NO, please indicate N/A.  
\_\_\_\_\_  
\_\_\_\_\_
13. Names of any other applicants who will be soliciting with you: \_\_\_\_\_  
\_\_\_\_\_
14. Motor vehicle make, model, year & license plate #: \_\_\_\_\_
15. Description of Goods/Services to be sold: \_\_\_\_\_
16. Times of day & location of soliciting/peddling: \_\_\_\_\_
17. Location of goods manufactured: \_\_\_\_\_
18. Location of goods storage: \_\_\_\_\_
19. Method of delivery of goods: \_\_\_\_\_

The following items are required. Applications without the items listed below will not be accepted.

- Motor vehicle proof of insurance
- Prepared food – Central District Health Certification
- Company letter authorizing Solicitor/Peddler as employee or agent
- Two 2” x 2” clear, color photos showing head & shoulders
- Bond of \$1,000 per person or \$5,000 per company

**Licensing Fees:**

**\$30.00 Solicitors License** payable to the City of Kuna  
**\$33.25 Background Check** payable to the City of Kuna  
**\$10.00 Fingerprinting** payable to the Idaho State Police  
**\$73.25 Total**

**OFFICE USE ONLY**

- Proof of Motor Vehicle Insurance  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- CDH Certificated (when applicable)  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Company letter authorizing  
Solicitor/Peddler as employee or agent  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Two 2” x 2” color photos  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Bond:  \$1,000 OR  \$5,000  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Signature on ISP/BCI Privacy Statement  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Background check ordered  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Background check received  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_
- Applicant called with background results  
Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_

**FEES**

- \$30.00 License/Permit
- \$33.25 Background check

Receipt #: \_\_\_\_\_

License/Permit Start Date: \_\_\_\_\_

License/Permit End Date: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Exemption:  Yes  No

Fees  Bond  License Period

Reason: \_\_\_\_\_

**Rules & Regulations:** Applicant please read & initial below.

- \_\_\_\_\_ I will only engage in soliciting/peddling between the hours of 9:00 AM & 7:00 PM.
- \_\_\_\_\_ I will adhere to any Resolutions prohibiting areas determined by City Council.
- \_\_\_\_\_ I will not enter upon any premise when “NO SOLICITING” or “NO SOLICITORS ALLOWED” or any similar language is displayed. *See KCC 3-3-12A5 – Violation of this section shall result in immediate revocation of license.*
- \_\_\_\_\_ I will not peddle or solicit on the following holidays: New Year’s Day, Washington’s Birthday/Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day & Christmas Day.
- \_\_\_\_\_ RIGHT TO CANCEL – The buyer of any goods solicited or peddled shall have the right to cancel the door-to-door sale within 3 (three) business days of the transaction. *See KCC 3-3-13.*

\_\_\_\_\_  
**Applicant Signature of Acceptance & Responsibility** Date