

CITY OF EARLY
960 EARLY BLVD.
PHONE: (325) 643-5451
FAX: (325) 643-5452



BUILDING INSPECTIONS
PO BOX 3100
EARLY, TEXAS 76803
www.earlytx.net

ITINERANT MERCHANT/SOLICITOR/ VENDOR PERMIT APPLICATION

NAME:	PHONE #:		
APPLICANTS ADDRESS:			
DOB:	DL#:	STATE:	SS#:
COMPANY:			
COMPANY ADDRESS:			
CITY:	STATE:	ZIP:	
COMPANY PHONE:		EMAIL:	

SOLICITOR/ VENDOR INFORMATION		
NUMBER OF SALESMAN:		NUMBER OF VEHICLE(S):
VEHICLE #1 YEAR:	MAKE:	MODEL:
LP#:	COLOR OF VEH:	WINDOW TINT: YES / NO
VEHICLE #2 YEAR:	MAKE:	MODEL:
LP#:	COLOR OF VEH:	WINDOW TINT: YES / NO
EMPLOYEE NAME:		DOB:

\$50 Non-Refundable Permit fee (waived for city event)

Solicitors \$2,000 Bond for door-to-door

INFORMATION REQUIRED:

- 1) Completed Registration Application (All fields should be completed)
- 2) Federal or State Governmental Issued Driver's License or ID Card (Must be current & valid) for all vendors/employees
- 3) List of Merchandise to be bought or sold.
- 4) List of any more vehicles.
- 5) List of any employee(s) not on this sheet.
- 6) Solicitor/Itinerant must provide
 - a) Provide a copy of Business card and or Pamphlets for the Company Represented
 - b) A certified copy of the charter if the itinerant vendor be a corporation under the laws of the state.
 - c) A certified copy of its permit to do business in the state if the itinerant vendor is a corporation incorporated under the laws of some other state.

- 7) Mobile Health/Food must provide
 - a) Health/State permit
 - b) Tax ID
 - c) Permission letter from business and/or property owner to set up. This must be signed by a State Notary.
 - d) Site plan showing set up location, parking or drive thru location, sign(s) and any other information asked for by City staff

INFORMATION (if applicable):

- 1) Hours of solicitation for the City of Early are Monday through Saturday 9 am – 6 pm standard central time and 1 pm – 5 pm on Sunday. Hours
- 2) Hours of mobile food truck are Monday – Thursday 7am – 12am and 7am – 1am Friday – Sunday. But are limited to no earlier than 9am and no later than 7pm when within 150ft of a residential district.
- 3) Hours for mobile health clinic are 7am – 7pm.
- 4) Permit fee is \$50 upon approval of application and is non-refundable.
- 5) Solicitors must provide a \$2,000 bond for door-to-door sales.
- 6) Each person going door-to-door or mobile, must carry a copy of the issued permit. (Be prepared to show permit to any resident or police officer that may ask for one)
- 7) Permit may be voided if a complaint is made from any residence or business that has a “NO SOLICITING”, “NO TRESPASSING” sign posted or has verbally informed you that no soliciting of goods, services or merchandise is allowed.
- 8) Solicitor permits are good for 180 days from issue.
- 9) Mobile/Food vendor permits are good for 1 year from issue.

By signing this document, I hereby acknowledge the following:

- 1) All permits are subject to a waiting period of ten (10) working days.
- 2) Authorization for the City to perform a background investigation.
- 3) “Solicitors/Peddlers” shall adhere to Chapter 12 of the City of Early Code of Ordinances
- 4) Vendors/ Mobile Vendors shall adhere to Chapter 23.
- 5) NO sell, exhibit for sale, offer for sale or exhibit for the purpose of taking orders for sale shall happen before application is approved and permit is issued
- 6) The City holds the rights to revoke and file possible criminal charges if anyone is found to be in violation of the City Ordinance.

DISCLAIMER: OUTCOMES OF THE PRE-APPLICATION CONFERENCE SHALL NOT IMPLY, IN WHOLE OR IN PART, ANY FINAL DECISION ON THE APPLICATION.

SIGNATURE: _____ PRINT NAME: _____

FOR CITY USE ONLY

Police Department Background Check Conducted by: _____ Date: _____ Passed: Yes / No

RECEIVED BY: _____ DATE: _____ DATE ISSUED: _____
PERMIT NO. _____