

Instructions for Completing Application for Permit to Peddle, Canvass or Solicit
Borough of Upland

1. All applicants must read and sign the Regulations for Soliciting.
2. Unless the applicant is a nonprofit or charitable organization, each individual soliciting is required to obtain a soliciting permit.
3. Fee must accompany application.
4. All information requested on the application is to be provided.
5. Application must be signed.
6. Application will be reviewed by Borough Manager and background checks through the Police Department may be made prior to issuance of permit.
7. Permit card must be signed prior to commencement of solicitation.
8. Violation of regulations or multiple complaints from residents may invalidate the permit.
9. Questions may be directed to the office of the Borough Manager at 610-874-7317.

BOROUGH OF UPLAND CODE OF ORDINANCES REGULATIONS FOR SOLICITING

1. GENERAL

- a. Transient retail business as defined herein shall mean and include persons engaging in canvassing, solicitation or taking orders, either by sample or otherwise, for any goods, wares, merchandise or political cause directly, in person, from any resident or commercial entity within the Borough of Upland, upon streets, alleys, sidewalks or public grounds or from house to house within Upland from a fixed location on a temporary basis, which shall include but shall not be limited to such activities conducted at the time of special occasions or celebrations, for seasonal purposes or for or in advance of specific yearly holidays.

All transient retail business must obtain a list of residents of the Borough of Upland and commercial entities of the Borough of Upland who do not wish to be solicited/canvassed from the Borough Manager before the issuance of a license to the licensee. Within the Borough of Upland no transient retail business shall at any time, or within the time so indicated, solicit, canvass or take orders, either by sample or otherwise, for any goods, wares, merchandise or political cause from a resident or commercial entity within the Borough of Upland who have submitted their names and addresses to the Borough Manager to prevent said solicitation/canvassing.

The residents of the Borough of Upland and the commercial entities of the Borough of Upland shall submit their names and addresses to the Borough Manager if they desire not to be solicited/canvassed at any time or they may indicate specific times in which they desire not to be solicited/canvassed.

- b. Permitted person – natural person, association, partnership or corporation. Every permit shall be issued on an individual basis to persons engaging in such business. Every individual shall obtain a separate license, except in the case of persons working without compensation and selling goods, wares and merchandise for the sole benefit of any nonprofit corporation or association – in which case only the nonprofit corporation or association need register and get a license in its name only.

- c. Permit fees shall be charged as follows:

- a. \$50 for one year calendar*
b. \$25 renewal for each new year

*a permit is only good for the calendar year that it is purchased. For example, a permit purchased on December 31, 2021 will only be good for the 2021 Calendar year.

Exemptions from fee – Farmers selling their own produce; the sale of donated goods where proceeds go to charity; manufacturers or producers of milk products, bread or bakery products, or meat and meat products. However, all persons exempted hereby from the payment of the permit fee shall be required to register with the Borough Manager and get a permit without fee. If it involves the sale or gifting of food products you may be required to obtain a “Food Handlers” permit.

Any person dealing in one or more of the above-mentioned exempted categories, and dealing with other goods, wares or merchandise not so exempted, shall be subject to payment of the permit fee for his activities in connection with the sale of goods, wares and merchandise not in such exempt categories.

- d. Persons convicted of violating the ordinances establishing the rules and regulations for solicitation in Upland shall be subject to a fine not less than Five Hundred (\$500.00) Dollars but not more than One Thousand (\$1,000.00) Dollars per violation plus costs of prosecution.

- e. The Borough Manager has authorization to suspend or revoke any permit when he deems it necessary.
- f. Solicitors are required to exhibit their permits upon request of police officers, citizens, and Borough Officials.

2. PROHIBITED PRACTICES

Solicitor is not permitted to:

- a. Sell any product or type of product not mentioned in his license application.
- b. Hawk or cry his wares upon any street, alley, sidewalk or public ground in the Borough of Upland.
- c. Stop his vehicle upon any street or alley longer than necessary in order to sell therefrom to persons residing in the immediate area.
- d. Park his vehicle upon any street or alley longer than necessary for the purpose of sorting, rearranging, or cleaning any of his goods or of disposing of any carton or wrapping material.
- e. Engage in any business activity prohibited in the Borough of Upland.
- f. Go house-to-house on Sunday or legal holidays or after 9:00 p.m. on any day of the week, except by appointment.
- g. Enter any business establishment for the purpose of soliciting sales or donations of any customer in said business establishment.
- h. Approach the occupant of any vehicle while said vehicle is stopped in any lane of traffic on a public street or alley in the Borough, or enter any lane of traffic for the purpose of stopping traffic.

3. PERMITTED PRACTICES UNDER DEFINED CONDITIONS

- a. Soliciting is permitted by permit issued by the Borough Manager only.
- b. Soliciting from a fixed location on private property shall be by consent and permission of the property owner.

I hereby certify that I have read these Regulations for Soliciting and I agree to abide by them. If I have any doubt about any of the regulations, I agree to call the office of the Borough Manager at 610-874-7317 prior to engaging in the activity in doubt.

Signature of Applicant

Date

BOROUGH OF UPLAND, PENNSYLVANIA APPLICATION FOR PERMIT TO PEDdle,
CANVASS OR SOLICIT

NAME OF APPLICANT _____ AREA CODE/TELEPHONE _____

PERMANENT ADDRESS _____

TEMPORARY ADDRESS _____

SEX _____ DATE OF BIRTH _____ HEIGHT _____ WEIGHT _____

COLOR OF: HAIR _____ EYES _____ DRIVER LICENSE NUMBER _____ STATE _____

VEHICLE MAKE/MODEL/COLOR/YEAR _____

VEHICLE LICENSE NUMBER _____ STATE _____ SOCIAL SECURITY NO. _____

PRODUCT TO BE SOLD OR CHARITABLE ORGANIZATION'S PURPOSE FOR FUND-RAISING:

NAME OF ORGANIZATION _____

ADDRESS OF ORGANIZATION _____

DATES PERMIT IS REQUESTED FOR _____

REFERENCES (not employer or relative)

Name Address Area Code/Telephone No.

Name Address Area Code/Telephone No.

LIST ANY CRIMINAL RECORD _____

BOND ATTACHED? _____ YES _____ NO (If Yes, provide name of company and bond number)

The undersigned hereby affirms that all of the above statements are true to the best of his/her knowledge and agrees to observe all Ordinances of this Borough, to post a bond if required to do so as a condition of his/her activity in Upland, and to conduct himself/herself properly at all times. Permission is granted for police investigation.

SIGNATURE OF APPLICANT DATE

-----FOR BOROUGH OFFICE USE ONLY, DO NOT WRITE BELOW THIS LINE-----

PERMIT NO. _____ DATE ISSUED _____ DATE EXPIRES _____ FEE _____

APPROVED BY _____ REFERRED TO CHIEF OF POLICE _____

DISAPPROVED BY _____ DATE _____

COMMENTS _____