



City of Bartlesville
401 S. Johnstone Avenue
Bartlesville, OK 74003
(918) 338-4244

TEMPORARY BUSINESS LICENSE APPLICATION

(Includes Soliciting, Peddling, and Hawking)

Name of Applicant: _____

Mailing Address (Home: _____
(City, State, and Zip)

Cell Phone #: _____ E-mail Address: _____

Name & Address of the Company Applicant Represents:

Location of Temporary Business: _____

Description of business and product(s) to be sold: _____

Time period applicant wishes to do business: _____

Vehicle Make and License Number of Vehicle to be used (if applicable): _____

Have you ever been convicted of a felony? If so, please indicate date and state where the conviction occurred.

Requirements, if applicable:

1. City of Bartlesville Business License _____
2. If temporary business, owner's written approval: _____
3. Site plan depicting the location of any structure, vehicle, sign, or display to be used while conducting business. _____
4. Content of any signs to be used along with City of Bartlesville sign permit _____
5. Oklahoma State Sales Tax # _____
6. County Health Permit # _____ (for sale of food or drink)
7. Oklahoma Agriculture License #. _____ (for sale of plants or flowers)

I declare under penalty of perjury that this application is true and correct to the best of my knowledge. I certify that I will operate in accordance with all applicable Federal, State and City laws and regulations. I further understand that any false statements made above are grounds for denial, cancellation, suspension, or revocation of this license.

Applicant Signature

PLEASE READ THE BACK OF THIS APPLICATION FOR RULES CONNECTED TO THE SOLICITOR/PEDDLER LICENSE AS WELL AS A LIST OF LICENSE FEES.

RULES FOR DOOR-TO-DOOR SOLICITING

- 1) No solicitor/peddler shall enter any premise where a sign is clearly posted reading “No Solicitor”, “No Soliciting”, or any other such notice to the effect that such business activity is unwanted, uninvited, or limited to certain hours so posted;
- 2) If solicitor/peddler is asked to leave the property, whether marked with “No Soliciting” sign or not, they must leave or be subject to trespass on private property;
- 3) No solicitor/peddler shall operate in any residential area of the City except between the hours of 9:00 a.m. and 8:00 p.m. Monday through Saturday, inclusive, and between the hours of 12:00 noon and 6:00 p.m. on Sunday.
- 4) A solicitor/peddler must carry on his person at all times the valid city license issued under this application and shall exhibit such license upon demand of any police officer, citizen or householder of the City.
- 5) Any of the following acts are cause for revocation of this license if approved:
 - a. Fraud, misrepresentation or false statement contained in the application for the license;
 - b. Fraud, misrepresentation or false statement made in the course of carrying on his business as solicitor or canvasser;
 - c. Any municipal code violation;
 - d. Conviction of any crime or misdemeanor involving moral turpitude;
 - e. Conducting the business of soliciting or canvassing in a manner such as to constitute a breach of peace, or to constitute a menace to the public health, welfare, or safety;
 - f. Disturbing or soliciting at any location where a "no solicitor" sign is clearly posted; or
 - g. Failure to levy, collect, or remit any applicable municipal sales tax; or
 - h. Conducting business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the public.

LICENSE FEES

30-day door-to-door permit \$25.00 for first person; \$10 for each additional person selling

Fixed Location:

- Daily \$ 5.00
- Weekly \$15.00
- Monthly \$30.00
- Annually \$100.00 (not to exceed 180 days)