



Police Department
Chief: Curtis Baker
7240 E. Main Street
Reynoldsburg, Ohio
(614) 866-6622
www.ci.reynoldsburg.oh.us

SOLICITOR PERMIT APPLICATION

Soliciting without such permit is a misdemeanor of the 4th degree, punishable by up to 30 days in jail and a \$250.00 fine. Any permit holder who violates a resident's "No Soliciting" notice may be charged with Criminal Trespass, a misdemeanor of the 4th degree, and shall have their permit revoked (Reynoldsburg Codified Ordinance 741.03).

Section I: Required Documentation

One (1) original signed application:

One (1) color copy of recent Government issued photo identification

Copy of BACKGROUND CHECK completed within the last thirty (30) days through the Ohio Bureau of Identification and Investigation (BCI), also known as BFBI check or WebCheck

Section II: Business Information

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Name and Address of Business Representative: \_\_\_\_\_

Description of Goods, or Services to be Sold, or the Purpose of Solicitation: \_\_\_\_\_

Has this Company previously applied for a Solicitor Permit in Reynoldsburg? Yes No

Have any of the Company's employees been previously cited or charged with violating the Solicitor regulations in any municipality, including Reynoldsburg? Yes No

If YES, Please state the nature of the citation, or charge in a separate written statement.

Note: Certain non-profit activities are exempt from the permit requirement pursuant to Reynoldsburg Codified Ordinance 741.07.



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Section III: Applicant Information (To be completed by individual applicant)

Applicant Name:
Home Address:
Phone Number: Email:
Social Security Number:
Date of Birth: Height: Weight:
Description of Goods, or Services to be Sold, or the Purpose of Solicitation:

Have you ever been convicted of a criminal offense not revealed on the background check (not including additional traffic violations)? Yes No

If YES, Please set forth the nature of the offense, date of conviction, and place of conviction.

Section IV: Fees

Table with 4 columns: 14-Days (\$25.00), 30-Days (\$35.00), 6-Months (\$75.00), Annual (\$100.00)

Section V: Certification

I, hereby declare that I have read the above application and that all of the statements made therein are true to the best of my knowledge and belief. I understand that my permit is subject to revocation upon violation of any of the provisions of Chapter 741 of the Codified Ordinances of the City of Reynoldsburg.

Applicant signature Date



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Section V: To be Completed by City of Reynoldsburg Police Department

Individual solicitor records check

Local Franklin County Municipal Court (FCMC) records check (Website)

Warrant check

Franklin County warrant check

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Notes:

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Police Clerk \_\_\_\_\_,

Recommendation \_\_\_\_\_

Chief of Police \_\_\_\_\_,

Date \_\_\_\_\_

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