CITY OF COOPER CITY
BUILDING DEPARTMENT
APPLICATION FOR PERMIT
DOOR TO DOOR SOLICITATION
CHECKLIST

PHONE:
954 434- 4300
EXTENSION:
#230
FAX
954 680-1439

City of Cooper City Application for Solicitation Permit Form (original) _____

Driver's License (copy) _____

Required Operating Licenses and Documentation (if applicable) _____
(Ex: State/Local license, Local business tax receipt, Liability & Workers Comp)

Business Flyer Handout (If applicable) _____

FDLE Criminal History Form ($ 30.00 fee) _____

- An appointment is required for Solicitation permit submittals. Appointment set-ups and inquiries can all be forwarded to (954) 434-4300 Ext: #230
- FDLE Criminal history – see attached request form – Fee is $30.00
- Provide copy of City Ordinance.
- Provide a copy of the approved form to the applicant so he/she can obtain an ID Card.
- ID Cards are obtained for an **additional fee** at Cooper City Pool & Tennis Center: 11600 Stonebridge Pkwy, Cooper City Monday to Friday from 9am – 5pm.
  Facility Coordinator: Joshua Rhodes 954-434-4300 ext402
  ID cards must be renewed **YEARLY** – (all items on this checklist are to be updated)

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DOOR TO DOOR SOLICIATION PERMIT APPLICATION

PHONE:
954 434- 4300
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Name:_____

Address:_____

How long have you lived at this address:_____

If less than 1 year, prior address:_____

Date of birth:_____ Marital Status:_____

Phone#:_____

Employer Name, Address &
Phone#:_____
_____

Type of Business:_____

How long employed:_____ Title:_____

FOR NON-PROFIT ORGANIZATIONS

Name:_____

Address:_____

Phone#:_____

President/CEO:_____

Address/Phone#:_____

Purpose of Solicitation:_____

Is this organization registered as a Non-Profit Corporation with the Florida Department of State?
If yes, submit a copy of registration _____

I swear or affirm that the foregoing answers are true to the best of my information and belief and are made for the purposes of procuring the identification applied for.

_____ _____
APPLICANT SIGNATURE DATE

OFFICE USE ONLY

_____
STAFF APPROVAL SIGNATURE DATE

FDLE Criminal History Information Request

City of Cooper City
P.O. Box 290910
Cooper City Florida 33329-0910
(954) 434-4300, Ext: #230

The City of Cooper City requires a payment in the amount of **$30.00** dollars per individual to conduct an FDLE criminal background check for each applicant.

Business Name:					
Fictitious Name:					
Address:				Suite:	
City:		State:		Zip Code:	
Business Telephone:		Business E-Mail:			

Criminal Background Check Request

First Name:		Middle Name:		Last Name:	
Maiden Name/Aliases/Nickname(s):					
Race:		Sex:		Date of Birth:	
SSN (Last Six):	# # # - -				
Home Address:				Suite:	
City:		State:		Zip Code:	

Required Information

Name – Complete Name of Person **Sex** – Male or Female **Date of Birth**

Race – White, Black, American Indian, Alaskan, Asian or Pacific Islander

- Please Indicate Hispanic Persons as White or Black Based on Skin Color -

Cooper City, FL Code of Ordinances

Sec. 15-1. Definitions.

For the purpose of this chapter a "solicitor, peddler, vendor, itinerant merchant, canvasser or transient vendor of merchandise" is defined to be any person who solicits or attempts to solicit orders for the sale of goods, wares or merchandise, whether the sale is consummated in the city, or to be consummated when approved by some other person elsewhere or who bargains to sell any goods, wares, or merchandise from house to house, for cash, or otherwise, by sample, or in any other manner, for present or future delivery, or who solicits funds for any charitable or nonprofit organization. (Code 1974, § 18-1)

Cross reference-Definitions and rules of construction generally, § 1-2.

Sec. 15-2. Solicitations restricted.

(a) Any solicitor, peddler, itinerant merchant or transient vendor of merchandise, who obtains a permit as set out in this chapter, and who complies with all other applicable laws or ordinances, shall have the right at reasonable times and places and under reasonable circumstances to solicit orders for the sale of goods, wares and merchandise or funds for charitable purposes in any private dwelling, apartment or other place of residence, except such private dwellings, apartments, or other places where there is a sign displayed forbidding same, or where the occupant verbally forbids same or requests the solicitor to leave. A reasonable time for uninvited solicitation is defined as between the hours of 9:00 a.m. and 4:00 p.m., Monday through Saturday.

(b) Any solicitor, peddler, itinerant merchant or transient vendor of merchandise who attempts to solicit orders for the sale of goods, wares and merchandise or funds for charitable purposes at any place of residence where otherwise posted as being prohibited, or after having been verbally forbidden by the occupant, or who remains upon the premises after having been requested to leave by the occupant, shall upon conviction thereof be punished as provided by section 1-8.

(c) It is unlawful for any person to sell or offer for sale from a motor vehicle, motor-driven cycle, trailer, bicycle, tricycle or on foot, upon the public streets, food of any kind, goods, wares or merchandise within one thousand (1,000) feet of any property line of a public school located in the city, between the hours of 7:00 a.m. and 5:00 p.m. on those days when such schools or their playgrounds are in operation. It shall be unlawful for such vendors to create vehicular or pedestrian traffic hazards in the city at any time.

(Code 1974, § 18-7)

Sec. 15-3. Entry without invitation; refusal to leave.

Any solicitor, peddler, itinerant merchant or transient vendor of merchandise, who shall open a door of any private dwelling, apartment house or other place of abode, or enter into such place, without having been invited to do so by the occupant, or who having entered by invitation refuses to leave when requested, shall upon conviction thereof be punished as provided herein. (Code 1974, § 18-8)

Sec. 15-4. Disturbing the peace in soliciting.

(a) It shall be unlawful for any person to solicit sale of goods, wares, merchandise, real estate or any other thing or service whatsoever upon the streets, avenues, parks, parkways or public places in the city in a manner which shall disturb the peace of others or by violent conduct or carriage or by loud and unusual noise or by profane or obscene language or in any manner whatsoever calculated to provoke a breach of the peace.

(b) Any person who shall be convicted of violating any of the provisions of this section shall be subject to have any occupational license, privilege or permit previously granted by the city, revoked by the city.

(Code 1974, § 18-9)

Sec. 15-5. Penalty for violations.

(a) If a citation issued for violation of this chapter shall be paid prior to the issuance of a Notice to Appear or Municipal Information, the fine shall be twenty-five dollars ($25.00). After the issuance of a Notice to Appear or Municipal Information the penalties provided in section 1-8 of this code shall be applicable. (Code 1974, § 18-13; Ord. No. 81-8-1, §§ 1, 2, 8-11-81; Ord. No. 00-1-4, § 2, 1-11-00)

Secs. 15-6—15-20. Reserved.

Sec. 15-21. Required.

It shall be unlawful for any solicitor, peddler, itinerant merchant, canvasser or transient vendor of merchandise to solicit orders for the sale of goods, wares or merchandise, or try to attempt to dispose of goods, wares or merchandise by barter and sale in any private dwelling, apartment or other place of residence or to solicit funds for any charitable or nonprofit organization or other cause or group or organization without having obtained a permit to do so from the clerk. (Code 1974, § 18-2)

Sec. 15-22. Application; investigation.

(a) The application for a permit shall be made to the clerk and shall state the full name of the applicant; whether married or single, age; the person by whom applicant is employed, and how long so employed; the lines or kinds of business for which the applicant shall solicit orders or

attempt to sell goods, wares or merchandise; the city or town where the applicant last transacted business; all the cities, towns and places where the applicant has lived or engaged in business for the past year; and if the application is for the sale of food and beverages, whether the applicant has ever had any contagious, infectious or communicable disease, and if so when; and if soliciting funds for any charitable or nonprofit organization or other group, such application shall include the full name of the group, the address of the group's local headquarters the nearest office of said group, the name of the president or chief executive officer of said group, the address and telephone number of the individual, the purpose for which the funds so solicited shall be used and whether or not the organization or group has registered with the Department of State of the State of Florida.

(b) (1) If the application is for the sale of food or beverages, there shall also be filed with the application a certificate of a reliable medical doctor practicing in the county, certifying that he has personally examined the applicant, and certifying whether or not he finds that the applicant has any contagious or communicable disease. At the same time, the applicant shall present sufficient evidence to the chief of police as to his identity and as to his right to represent the person stated in the application as being his employer.

(2) The chief of police shall determine from the application, and the medical certificate and other evidence submitted, whether the applicant has any contagious, infectious or communicable disease, and whether it would be detrimental to the health and well-being of the residents of the city to grant such a permit, and shall issue or refuse to issue such permit, dependent upon such facts.

(c) Before any permit shall be issued, the applicant shall be required to register and be fingerprinted and photographed, which fingerprints and photograph shall be filed with the chief of police.

(d) Any applicant making a false statement in the written application, or in the evidence presented before the chief of police, shall upon conviction be punished as provided by section 15-5.

(Code 1974, §§ 18-3, 18-4)

Sec. 15-23. Revocation.

(a) Permits issued under the provisions of this article may be revoked by the chief of police after notice and hearing for any of the following causes:

(1) Fraud, misrepresentation or false statement contained in the application for license;

(2) Fraud, misrepresentation or false statement made in the course of carrying on the permittee's business as solicitor or canvasser;

(3) Any violation of this article;

(4) Conviction of any felony, misdemeanor or violation of any provision of this Code or other municipal ordinance, involving moral turpitude or adversely affecting the applicant's character or business responsibility;

(5) If the permittee has two (2) or more judgments outstanding from a court of any jurisdiction;

(6) If the permittee has any contagious, infectious or communicable disease;

(7) If the permittee is conducting the business of soliciting or canvassing in an unlawful manner or in such a manner as to constitute a menace to the health, safety or general welfare of the public.

(b) Notice of the hearing for revocation of a permit shall be given in writing, setting forth specifically the ground of the complaint and the time and place of the hearing. Such notice shall be mailed, postage prepaid, to the permittee at his last known address as reflected by the application and permit, at least five (5) days prior to the date set for hearing. The result of such hearing shall be mailed to the applicant, within five (5) days from the date of the hearing, at the aforesaid address.

(c) Any person aggrieved by the action of the chief of police in denying the issuance of a permit or revoking a permit under this article shall have the right of appeal to the city commission. Such appeal shall be taken by filing with the city commission, within twenty (20) days after notice of the action complained of has been mailed to such person's address as aforesaid, a written statement setting forth fully the ground for the appeal. The commission shall set a time and place for a hearing on such appeal, and a notice of such hearing shall be given to the applicant in the same manner as provided in this section. The hearing by the city commission shall be held within thirty (30) days from receipt of the appeal, and the decision and order of the city commission on such appeal shall be final and conclusive.