



Borough of  
*Neptune City*  
106 West Sylvania Avenue  
Neptune City, New Jersey 07753

**To:** All Applicants of Soliciting Permits

**Re:** Police Department Review of Application and Chapter 99 of the Borough Code, "Peddling and Soliciting"

The Neptune City Police Department will complete a thorough background investigation of all applicants for soliciting permits.

To move forward with the application, all applicants will complete the attached application for a peddlers/solicitor's license. After completing the application, you will be required to contact the Neptune City Detective Bureau at 732-775-1298 x 17 to make an appointment to review your application and get fingerprint paperwork. During this appointment you will be required to have a valid Government issued ID, two passport size photos of yourself (taken within the last 60 days), two references (that are not related to you) and a letter from the Company explaining the business in/for which you will be Soliciting.

Prospective applicants will not be provided paperwork for fingerprinting without providing the aforementioned paperwork.

Please note it shall be unlawful for any person to solicit business in the Borough of Neptune City without first having obtained a license or permit to do so. The licensing procedures are as follow:

1. Applications for a license under this chapter shall file with the Borough Clerk a sworn application in writing, which shall give the following information -
  - Name and description of the applicant
  - Permanent home address and full local address
  - Description of the nature of the business and goods to be sold
  - If employed, the name and address of the employer, together with credentials establishing the exact relationship
  - The length of time for which the right to do business is desired
  - The place where the goods to be sold or orders to be taken therefor are manufactured or produced, where such are located at the time the application is filed and the proposed method of delivery
  - Two (2) two-inch-square (passport) photographs of the applicant taken within sixty (60) days
  - The fingerprints of the applicant (*obtained upon contacting the Detective Bureau as described above*)



**BOROUGH OF NEPTUNE CITY**  
106 West Sylvania Avenue  
Neptune City NJ 07753  
(732) 776-7224

**APPLICATION FOR A PEDDLER/SOLICITOR’S LICENSE**

Pursuant to ordinances of the Borough of Neptune City, the undersigned hereby makes application for a Solicitor’s License as indicated below and certifies to the correctness of the following information.

**Please Check One:**                      \_\_\_\_\_ **NEW APPLICATION**                      \_\_\_\_\_ **RENEWAL**

Name of Applicant \_\_\_\_\_

Applicants Driver License State: \_\_\_\_\_ Driver License Number: \_\_\_\_\_

Applicants Permanent Address: \_\_\_\_\_

Applicants Local Address: \_\_\_\_\_

Applicants Telephone Number: \_\_\_\_\_ Applicants Email: \_\_\_\_\_

Applicants Date of Birth: \_\_\_\_\_ Applicants Social Security Number: \_\_\_\_\_

Applicants - Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Height: \_\_\_\_\_

Name of the Business/Company which you Represent: \_\_\_\_\_

*Attach a letter from the Company you Represent verifying your relationship with the company; include a copy of credentials if applicable*

Business/Company Address: \_\_\_\_\_

Business/Company Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

If a Partnership or Corporation – Provide the Names of all Officers/Managers, their home addresses and phone number:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Solicitation – Please be Specific:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of the Business and/or Goods to be Sold – Please be Specific:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hours you will be Soliciting during: \_\_\_\_\_

Time Period (dates) the licenses is needed for: \_\_\_\_\_ to \_\_\_\_\_

Anticipated Number of Employees: \_\_\_\_\_

Description of where the goods to be sold or orders to be taken therefor are manufactured or produced:

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Description of where the goods to be sold or orders to be taken therefor are currently located:

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Description proposed delivery method for the goods to be sold or orders to be taken:

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Applicants Residence(s) for the past Five (5) Years: \_\_\_\_\_

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Applicants Occupation(s) for the past Five (5) Years: \_\_\_\_\_

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Former Employer(s) Name(s) and Address(es) for the past Five (5) Years: \_\_\_\_\_

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Has the applicant ever been convicted of a crime:  Yes  No

If Yes, please explain: \_\_\_\_\_

Have you ever held a solicitor or mercantile license in Neptune City:  Yes  No

If so, state the Type of Business, Location and Dates Licensed: \_\_\_\_\_

Have you ever held a solicitor or mercantile license in any other municipality:  Yes  No

If so, state the Type of Business, Location and Dates Licensed: \_\_\_\_\_

Have you ever held a solicitor or mercantile license which was revoked or suspended:  Yes  No

If so, state the reason: \_\_\_\_\_

**Two References: (not related to Applicant)**

Name	Address	Phone	E-Mail
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Printed Name of Applicant \_\_\_\_\_ Signature of the Applicant \_\_\_\_\_

Title of Applicant \_\_\_\_\_ Date \_\_\_\_\_

----- **FOR BOROUGH USE ONLY** -----

**BOROUGH CHECKLIST**

**Valid Government Issued ID:** \_\_\_\_\_

**Two Passport Size Photos:** (taken within the last 60 days)     Yes, Attached     No

**Two References:** (not related to Applicant)     Yes     No

**Letter from the Company:**     Yes, Attached     No

Municipal Clerk \_\_\_\_\_ Date \_\_\_\_\_

Police Chief \_\_\_\_\_ Date \_\_\_\_\_

Zoning Official \_\_\_\_\_ Date \_\_\_\_\_

Fee Amount Collected \$ \_\_\_\_\_ Check \_\_\_\_\_ Cash \_\_\_\_\_ Date: \_\_\_\_\_

**License Valid Through:**

**Licensed Approved or Denied On:**

## **BOROUGH OF NEPTUNE CITY – CODE**

### **§ 99-1. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

PEDDLER -- All persons soliciting business (as below defined) in the Borough of Neptune City.

PERSON -- An individual, firm, partnership or corporation, or principal or agent thereof.

SOLICITING BUSINESS -- Includes the following when done by personal approach:

- A. Seeking or endeavoring to sell any securities or any goods, wares or merchandise whatsoever, by sample or description or otherwise.
- B. Taking orders for such securities, goods, wares or merchandise, for either present or future delivery, with or without a payment in whole or in part.
- C. Advertising securities or goods, wares or merchandise for sale by passing or circulating handbills.
- D. This chapter shall not, however, apply to any such soliciting of business when done upon property of which the person soliciting is the legal owner or lessee.

### **§ 99-2. Legislative intent.**

The purpose of this chapter is to prevent unfair competition and dishonest business practices by the regulation of all persons soliciting business in the Borough of Neptune City.

### **§ 99-3. License required.**

It shall be unlawful for any person to solicit business in the Borough of Neptune City without first having obtained a license or permit so to do.

### **§ 99-4. Licensing procedures.**

- A. Applicants for a license under this chapter shall file with the Borough Clerk a sworn application in writing, which shall give the following information:
  - (1) Name and description of applicant.
  - (2) Permanent home address and full local address.
  - (3) Description of the nature of the business and goods to be sold.
  - (4) If employed, the name and address of the employer, together with credentials establishing the exact relationship.
  - (5) The length of time for which the right to do business is desired.
  - (6) The place where the goods to be sold or orders to be taken therefor are manufactured or produced, where such are located at the time the application is filed and the proposed method of delivery.
  - (7) Two (2) two-inch-square photographs of the applicant taken within sixty (60) days.
  - (8) The fingerprints of the applicant.
  - (9) The names of at least two (2) reliable property owners of the County of Monmouth and State of New Jersey, who will certify as to the applicant's good character and business respectability, or, in lieu of the names of references, such other available evidence as to the good character and business responsibility of the applicant as will enable an investigation to properly evaluate such character and business responsibility.
  - (10) A statement showing whether the applicant has been convicted of any crime or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor.
  - (11) A statement by a reputable physician, dated not more than ten (10) days prior to the submission of the application, certifying the applicant to be free of contagious infections or contagious diseases.
  - (12) To the application must be attached a letter from the manufacturer, dealer or employer authorizing the applicant to act as its representative.
- B. Grant or refusal. Each application shall be referred to the Chief of Police or officer in charge of the Police Department, who shall, without delay, institute such investigation of the applicant's business and moral character as he deems necessary for the protection of the public good, and complete the same within a reasonable time. No license shall be issued until the application shall have been approved by the Police Department. The approval or rejection shall be endorsed on the application.
- C. Nontransferability. A license issued shall not be transferable from the person to whom it is issued to any other person. A separate license must be obtained by a licensed peddler for every agent or employee working for him.

### **§ 99-5. Display of license and identification tag; annual license fee; expiration of license.**

- A. Every person holding a license under this chapter shall be required to carry the license with him and produce it upon request of any solicited resident of the borough. He shall also attach to his outer garment an identification card or tag with his name and license number plainly inscribed thereon and photograph attached. Such card or tag shall be supplied by the Clerk.
- B. The fee for the issuance of such a license shall be twenty-five dollars (\$25.).
- C. A license issued hereunder shall expire at the end of the calendar year in which it is issued.

### **§ 99-6. Prohibited hours of solicitation.**

No person shall engage in such canvassing, soliciting or distributing between the hours of 6:00 p.m. and 9:00 a.m., prevailing time, and only main door entrances may be used in effecting such canvassing, soliciting or distributing.

### **§ 99-7. Exemptions.**

The requirements of this chapter shall not apply to the following:

- A. Any charitable or religious society that shall conduct sales or personal property when the proceeds thereof shall be applied to the payment of the expenses thereof and to the charitable or religious object for which the organization exists.
- B. Any person honorably discharged from the military services of the United States, possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and -10.
- C. Any person who is an exempt fireman of a Volunteer Fire Department, as defined by N.J.S.A. 45:24-9 and -10, possessing a license in conformity with said law.
- D. Any person engaged in the delivery of goods, wares or merchandise or other articles or things in the regular course of business to the premises of persons who has previously ordered the same or are entitled to receive the same by reason of a prior agreement.

### **§ 99-8. Records.**

There shall be kept in the office of the Clerk the necessary books for recording the time the application for license is received, the name of the licensee, whether or not the application was approved and the date the license was issued or rejected. The Clerk shall file a monthly report with the Mayor and Council, showing the number of licenses granted.

### **§ 99-9. Revocation of license.**

- A. Licenses issued under this chapter may be revoked by the Police Department after a written notice for any of the following causes:
  - (1) Misrepresentation or false statement contained in the application.
  - (2) Misrepresentation or false statement made in the course of carrying on activities regulated herein.
  - (3) Conviction of any crime or misdemeanor involving moral turpitude.

- (4) Conducting the licensed business in an unlawful manner, in violation of this chapter or in such a manner as to cause a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.
- B. Any person whose license has been revoked may have the right of appeal to the Council by requesting a hearing, in writing to the Clerk within ten (10) days of the revocation. The Council shall, within ten (10) days after receipt of the request, hold a hearing, and, at the conclusion of which, it shall affirm or order the Police Department to set aside the revoked license and reinstate the same. The decision of the Council on such appeal shall be final and conclusive.

**§ 99-10. Prohibited practices.**

No peddler or solicitor shall call attention to his business or to his merchandise by crying out, blowing a horn, ringing a bell other than the doorbell of a building or any other loud or unusual noise. No peddler or solicitor shall conduct or attempt to conduct his business at any residence or any property on which is posted a sign expressly prohibiting such activity.