



City of Vandalia
 Department of Development & Engineering Services
 333 James E. Bohanan Memorial Drive
 Vandalia, OH 45377
 937.898.3750 | F 937.415.2319

SOLICITOR/PEDDLER PERMIT APPLICATION

About this Application: **ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED**

Who should apply for this permit?

Persons or children engaged in the sale of goods or services for a school, church or other local nonprofit organization

Submittal**

Please bring in or mail a **complete** application. There is no fee associated with this permit.

The City Manager may issue a single permit for an organization or family.

Approval Process

Solicitor/Peddler Permit Applications are reviewed by the City Manager's Office and City of Vandalia Police Department. Efforts will be made to process complete applications within two business days.

Contact Information

If you have any questions about the Vendor License, please contact the Department of Development and Engineering Services between 8:00 a.m. and 5:00 p.m., Monday-Friday at 898-3750.

Additional Contact Information

Department	Phone
Police	937-898-5868
City Manager's Office	937-898-5891
Finance	937-898-5891

OFFICE USE ONLY

Review: DES _____ PD _____ CMO _____
Initial

APPLICATION # _____

RECEIPT # _____

DATE: _____

Applicant Information

Applicant Name:		Birthdate:		
Address:		Phone:		
City/State/Zip:		Email:		
Sex:	Weight:	Height:	Hair Color:	Eye Color:

Proposed Activity Description

Provide a brief description of the nature of the business and goods and/or services to be sold:

Length of time you will conduct business with this license:

I do hereby solemnly swear that all of the information contained in this application is complete and truthful and that no information requested has been withheld or falsified in any whatsoever.

Applicant Name _____
(printed)

Applicant Signature _____ Date _____

STAFF ONLY

Chief of Police Review

Approved Denied Comments:

Chief of Police Signature _____ Date _____

City Manager Review

Approved _____ Comments:

City Manager Signature _____ Date _____

Permit # _____ **Date** _____