

# VILLAGE OF NORTH UTICA

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## **Application Form for Vendor, Peddler, Solicitor License (Including Transient Merchants & Flea Markets)**

License Required: It shall be unlawful for any business, person or organization to engage in the business of hawker, seller, peddler or transient merchant of any product, food, merchandise, article or thing without having first secured a license from the Village Clerk. A property owner or landlord who is providing sales space to four (4) or more transient merchants shall secure a license from the Village Clerk.

Name of Applicant (Peddler, Merchant, Solicitor, Organization, Business, Property Owner, Landlord):

\_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

Email: \_\_\_\_\_

**VILLAGE OF NORTH UTICA**

**Application Form for  
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(Including Transient Merchants & Flea Markets)**

Illinois Certificate of Registration Number (Sales Tax ID#): .....

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-OR-

Tax Exempt ID#: \_\_\_\_\_

-OR-

N/A (Non-Sales/Information-Only Booth) Check Here: \_\_\_\_\_

NOTE

(Sales made within the Village must be reported to the State Department of Revenue as taxable sales within the Village by the applicant)

Address/Location for which you are requesting a license for:

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Written Permission from landlord/property owner attached:  
Yes \_\_\_ No \_\_\_ N/A \_\_\_

ADDITIONAL REQUIREMENTS.....

IDOR Form LTR-504 Attached: Yes \_\_\_ No \_\_\_ N/A \_\_\_  
(An IDOR ST-2 (Multi Site Form) must be filed with the State indicating the appropriate location code 050-0029-7 for sales made within the Village of North Utica).

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### Fees

#### **Peddlers:**

**Fee#1:** Ten dollars (\$10.00) per person peddling for one (1) day.

**Fee#2:** One-Hundred dollars (\$100.00) for a summer license Fee which is defined as; from 8am on May 1<sup>st</sup> until 12pm on October 31st.

#### **Transient Merchants:**

**Fee#3:** Ten dollars (\$10.00) per person peddling for one (1) day.

**Fee#4:** One-Hundred dollars (\$100.00) for a summer license fee which is defined as; from 8am on May 1<sup>st</sup> until 12pm on October 31st.

#### **Flea Markets:**

**Fee#5:** Forty dollars (\$40.00) per weekend for four (4) to twenty (20) participating merchants.

**Fee#6:** Fifty dollars (\$50.00) per weekend for twenty one (21) to forty (40) participating merchants.

**Fee#7:** Sixty dollars (\$60.00) per weekend for more than forty (40) participating merchants.

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## Application Form for Vendor, Peddler, Solicitor License (Including Transient Merchants & Flea Markets)

Type of license(s) requested (Fee#(s) from above) check each one that applies: #1\_\_#2\_\_#3\_\_#4\_\_#5\_\_#6\_\_#7\_\_

Number of requesting...Days: \_\_\_ Weekends: \_\_\_

OR

if requesting a summer license check here \_\_\_

Total Fee(s) enclosed ..... Amount: \$\_\_\_\_\_

Date(s) & Time(s) requesting license(s) for: \_\_\_\_\_

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Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Date of Application: \_\_\_\_\_

NOTE: Make checks payable to: Village of North Utica.  
(You will receive a permit when your application is approved)

To obtain a copy of the Ordinance (Ordinance #2001-09 & Amendments #2004-24, #2006-40, & #2010-13) or if you have any questions contact the Village Clerk.