

VENDOR, PEDDLER, SOLICITOR LICENSE APPLICATION FORM

Village of North Utica • P.O. Box 188 • Utica, IL 61373
Phone: (815) 667-4111 • Fax: (815) 667-4679



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.

Name of Applicant: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____ **Email:** _____

Items for Sale: _____

****NOTE: ALL ITEMS INCLUDING SIGNAGE, DEBRIS, TENTS, TABLES, CHAIRS, TRASH CANS AND ALL OTHER ITEMS RELATED TO SALES AND SET UP OF MERCHANT SHALL BE REMOVED FROM THE PROPERTY AT THE END OF EACH DAY.**

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

Written Permission from property owner: Yes ___ No ___ N/A ___
(Must be attached if applicable)

Health Department Certificate (Food Related Sales): _____

Illinois Certificate of Registration Number (Sales Tax ID): _____

Tax Exempt ID: _____

Bond / Cash Deposit in the amount of \$500 _____

N/A (Non-Sales / Information Only): _____

*****NOTE:** All taxable sales made within the Village of North Utica must be reported to the Illinois Department of Revenue by the applicant

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Licenses and Fees

(CHECK ONE)

Peddlers (Door to Door Sales): NO SUNDAYS OR HOLIDAYS

- _____ #1: **Daily:** \$25.00 per peddler per day
- _____ # 2: **Monthly:** \$150.00 valid for 30 days
- _____ #2: **Summer:** \$500.00 valid from 8am on May 1st – Sept. 30th

Transient Merchants / Vendors:

- _____ #1: **Daily:** \$25.00 per peddler per day (8 am – 7 pm)
- _____ # 2: **Monthly:** \$150.00 valid for 30 days
- _____ #2: **Summer:** \$500.00 valid from 8am on May 1st – Sept. 30th

Flea / Farmers Markets:

- _____ #1: \$40.00 per weekend for 10 to 20 participating Vendors
- _____ #2: \$50.00 per weekend for 21 to 40 participating Vendors
- _____ #3: \$60.00 per weekend for more than 40 participating Vendors

Total Amount: \$ _____

Dates requesting license for: _____

Hours requesting license for: _____

Signature of Applicant: _____

Date of Application: _____

Approved: _____ **Date:** _____
Village Clerk

*** To obtain a copy of the Ordinance please contact the Village Clerk. (Ord. 2001-09; 2004-24; 2006-40; 2010-13; 2017-15)