

**Hilliard Division of Police**

5171 Northwest Parkway, Hilliard, OH 43026

Phone: 614.876.2429 Email: hilliardpolice@hilliardohio.gov

TRANSIENT VENDOR APPLICATION

Applicant Information			
First Name:		Middle Name:	Last Name:
Email:		Cell:	
Social Security #:		Date of Birth:	
Height:	Weight:	Hair Color:	Eye Color:
Home Address:			
City:		State:	Zip:
Temporary Address:		How Long at This Address?	
City:		State:	Zip:
List any community where you have conducted peddling or solicitation activities within the past 6 months :			
List all criminal convictions other than minor traffic within the past five (5) years :			
All Additional Places of Residence for Applicant in the Past 12 Months			
Street Address:	City:	State:	Zip:
Street Address:	City:	State:	Zip:
Street Address:	City:	State:	Zip:
Street Address:	City:	State:	Zip:
Street Address:	City:	State:	Zip:
Company Information			
Corporate/Business or dba Name:			
Address:		City:	
State:	Zip:	Business Phone:	
Supervisor's Name:		Supervisor's Phone:	
Length of Time Employed By Company:			
Type of Business/ Description of Merchandise/Product for Sale/Services Furnished:			
Vehicle Information			
Color:	Year:	Make:	Model:
License Number:		State in Which Vehicle is Registered:	

All Additional Employment for Applicant in the Past 12 Months

Business Name:			
Street Address:	City:	State:	Zip:
Business Name:			
Street Address:	City:	State:	Zip:
Business Name:			
Street Address:	City:	State:	Zip:

Required Documents & Fee

\$50.00 Non-refundable Application Fee (No cash or credit cards accepted.)
 _____ Check (Payable to *City of Hilliard*) _____ Money Order

Show valid driver’s license or government issued identification. If applicant is not a U.S. citizen, show valid passport from country of origin and proof of legal entrance into the U.S. and authorization to work.

Provide, in its entirety, a copy of recent Ohio Bureau of Criminal Investigation (BCI) or Federal Bureau of Investigation (FBI) background results. Any WebCheck location can submit your fingerprints to BCI/FBI; however, as a courtesy, we have provided the information for two local companies. Request that the WebCheck processor send the BCI/FBI results directly to you, NOT the City of Hilliard.

- Northwest Kiwanis Deputy Register, 4740 Cemetery Road, Hilliard, Ohio 43026. Ph: 614.529.1203
- Biometric Information Management, 6059 Frantz Rd, Ste 102, Dublin, Ohio 43017. Ph: 614.456.1296

Photo Taken On-site

Once you have all required documents, call Linda Haynes at 614.334.2140 to schedule an appointment to provide your required documents and have your photo taken.

Certification

I certify that all information provided on this application is correct. I certify that any criminal history I have has been included with this application. I understand that any falsification will result in revocation of the permit.

I certify that, if granted a permit, I will not use the permit as an endorsement by the City, a city department or city employee of my company or products or services peddled/solicited.

I certify that I have been given a copy of Chapter 745 of the City of Hilliard Codified Ordinances.

I certify that, if granted a permit, I will maintain compliance with Chapter 745 of the City of Hilliard Codified Ordinances and all applicable county and state statutes, rules and regulations that affect transient vendors.

Applicant Signature: _____ **Date:** _____

For Administrative Use Only

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Remarks:		
<input type="checkbox"/> Photo ID License Printed	<input type="checkbox"/> Notified for Pickup	Reviewed By:	
Receipt #:	Permit #:	Permit Dates:	
		From:	To: