



OFFICE OF CITY CLERK  
248.871.2410  
www.fhaov.com

CITY OF FARMINGTON HILLS  
APPLICATION – SOLICITOR REGISTRATION

(Engaged in the act of soliciting on behalf of a charitable, religious or political organization)

PLEASE TYPE OR PRINT:

**IF REGISTERING AS AN INDIVIDUAL:**

APPLICANT NAME: \_\_\_\_\_ PHONE \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ WEBSITE ADDRESS: \_\_\_\_\_

APPLICANT HOME ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ DRIVER'S LICENSE # \_\_\_\_\_

NAME OF PARENT COMPANY SOLICITING FOR: \_\_\_\_\_

ITS ADDRESS: \_\_\_\_\_

ITS WEBSITE ADDRESS: \_\_\_\_\_

ITS PHONE NUMBER: \_\_\_\_\_

**IF REGISTERING AS A PARENT ORGANIZATION INTENDING TO SEND MULTIPLE SOLICITORS FOR PURPOSES OF CANVASSING AREAS OF THE CITY:**

ORGANIZATION NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

WEBSITE ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF PERSON IN CHARGE OF CONDUCTING THE SOLICITING ACTIVITIES:  
\_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_

DETAILED DESCRIPTION OF ALL PURPOSES FOR WHICH SOLICITING IS TO OCCUR AND USES/DISPOSITIONS TO BE MADE OF ANY RECEIPTS THEREFROM:  
\_\_\_\_\_

TYPE OF SOLICITING TO BE UNDERTAKEN: \_\_\_\_\_

METHOD USED IN CONDUCTING THE SOLICITING: \_\_\_\_\_

START DATE OF SOLICITATION: \_\_\_\_\_ END DATE: \_\_\_\_\_ (120 Days)

TIMES OF SOLICITATION: \_\_\_\_\_ (10 am to 8 pm or Sunset, whichever is earlier)

LOCATIONS OF SOLICITATION: \_\_\_\_\_

WILL THERE BE ANY STREET AND CURB SOLICITING?: \_\_\_\_\_ YES \_\_\_\_\_ NO  
(IF YES, SEE ADDITIONAL REQUIREMENTS BELOW)

I hereby declare under penalty or perjury that the foregoing information contained in this application is true and correct, such declaration being duly dated and signed in the City. I further understand that misstatements and inaccuracies in the application are grounds for immediate termination of said license. I hereby authorize the city, its agents and employees to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant for this registration.

X \_\_\_\_\_ DATE \_\_\_\_\_  
(APPLICANT'S SIGNATURE)

APPLICANT MUST SUBMIT A COMPLETE PACKET INCLUDING THE APPLICATION FORM AND THE FOLLOWING DOCUMENTS BEFORE REGISTRATION WILL BE CONSIDERED:

- Names, home street addresses and copy of drivers license for each individual solicitor who will participate in the soliciting on behalf of the parent organization.
- Names of the parent organizations' officers and directors
- Documentation on where and when the parent organization was established, the form of its organization, its federal tax identification number, and verification of its tax exempt classification and status under the Internal Revenue Code, if any.
- A statement as to whether the individual registering or if the registrant is a parent organization, whether any officer, partner, member or director of the parent organization and whether any of the proposed solicitors of said parent organization has been convicted of a felony or any misdemeanor involving moral turpitude, any form of actual or threatened physical harm against another person, or any type of criminal sexual conduct, and if so, a brief description of the crime, including its location and date, and an explanation of the reason therefore.
- If street and curb soliciting, an indemnification agreement (Section 20-3 (8))

**For CLERKS OFFICE USE ONLY**

DATE PACKET RECEIVED \_\_\_\_\_ DATE REVIEWED: \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ BY WHOM: \_\_\_\_\_