



HAWKER, PEDDLER, or DOOR TO DOOR SALESPERSON LICENSE APPLICATION FACT SHEET

Who must obtain this license:

A "hawker" is a person who sells any goods, wares, or merchandise, including any food or beverage, from a stationary location on any public street, highway, or right of way.

A "peddler" is a person who sells any goods, wares, or merchandise, including any food or beverage, from a moving vehicle, cart, or any other conveyance on a public street or on public property.

A "door-to-door salesperson" is a person over the age of eighteen (18) who sells or attempts to sell merchandise at the home or business of a person who has not invited the door to door salesperson to his or her home or business for the purpose of selling merchandise.

- If you plan to sell merchandise as a hawker, a peddler, or a door to door salesperson in Richmond, you must first obtain a license. You do not need to have a bricks-and-mortar sales location or an incorporated business to get the license.
- If you plan to sell merchandise only on private property (for instance, at the Washington County Fairground) you do not need a hawker or peddler license.

License fee: For a 30-day or one-year hawkers or peddlers license, \$25. For a 30-day door-to-door salesperson's license, \$25. For a one-year door-to-door salesperson's license, \$100.

Requirements for license applications:

- *Individuals licensed.* A hawker or peddler or door to door salesperson license is issued to an individual, not a business. The license cannot be transferred to another individual.
- *Tax certificate.* The applicant must submit written certification from the Richmond Tax Collector that neither the applicant nor the applicant's business is in arrears on payment of any municipal taxes or fees.
- *Identification.* The applicant must produce two forms of identification containing the applicant's address before the Town Clerk issues the license.
- *Retail sales permit.* The applicant must produce a copy of his or her permit to make sales at retail issued by the R.I. Division of Taxation before the Town Clerk issues the license.

Requirements for holding a license:

- *Must carry license.* A licensed hawker or peddler or door to door salesperson must carry his or her license while hawking or peddling or selling door to door and must show it to a law enforcement officer if asked to do so.
- *Limit on value of goods sold.* Hawkers or peddlers or door to door salespersons cannot sell any single item valued at more than \$300 except on behalf of a non-profit corporation authorized to do business in Rhode Island.
- *DOH retail food peddler permit.* According to R.I. Department of Health regulations, a vehicle or cart that sells food is a "food establishment" and needs a retail food peddler permit. This permit is *in addition to* the town permit.

- *Exemptions.* A hawker or peddler or door to door salesperson license is not required for sale of the following items:
 - 1) Farm or garden produce, including flowers.
 - 2) Artwork or crafts made by the hawker or peddler and sold at an art or craft show or exhibit.
 - 3) Religious books and publications sold on behalf of a bible, tract, or other religious or moral society for the purpose of promoting religious or moral improvement, if they are not sold for profit.
 - 4) Clothing made by the hawker, peddler or door to door salesperson.

NOTE: This summary is for the convenience of applicants. For all the legal requirements of this license or permit, you should consult Ch. 5.20 of the Richmond Code of Ordinances and R.I. Gen. Laws §§ 5-11-1.1, 5-11-11, and 5-11-18.

**HAWKER, PEDDLER or DOOR TO DOOR SALESPERSON
LICENSE APPLICATION**

Town Clerk's License Application Checklist

Applicant: _____

Date Application Received: _____

License Number: _____ **New:** _____ **Renewal:** _____

LICENSE FEE: HAWKER & PEDDLER- \$25 for a one year license DOOR TO DOOR- \$25 for each 30 day period or \$100 for a one year License	
MOBILE FOOD SERVICE PERMIT (if required)	
IDENTIFICATION: Two forms of identification with the licensee's address	
RETAIL SALES PERMIT: Permit to make sales at retail from R.I. Department of Revenue	
POLICE CHIEF APPROVAL <i>(Authorization for BCI required)</i>	



Town of Richmond, Rhode Island

Town Clerk's Office, 5 Richmond Townhouse Road, Wyoming, RI 02898 (401) 539-9000

APPLICATION for a MUNICIPAL LICENSE

DATE OF APPLICATION		<input type="checkbox"/> New License	<input type="checkbox"/> Renewal
NAME OF INDIVIDUAL OR BUSINESS TO HOLD THIS LICENSE			
THE APPLICANT IS <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> CORPORATION <input type="checkbox"/> LIMITED LIABILITY CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LIMITED PARTNERSHIP <input type="checkbox"/> JOINT VENTURE			
APPLICANT'S BUSINESS MAILING ADDRESS Street or P.O. Box			
City or Town	State	Zip Code	
Business telephone number(s)		Website:	
INDIVIDUAL MAKING THIS APPLICATION: Name			
Street			
City or town	State	Zip Code	
Telephone number(s)		E-mail address:	
BUSINESS LOCATION in Richmond Street address			
Tax Assessor's Plat and Lot number			
<p>The undersigned, being duly sworn, upon oath does depose and say:</p> <ol style="list-style-type: none"> 1. I am an authorized representative of this business. 2. The information on both pages of this application is true and correct. 3. This business is in compliance with all applicable town ordinances and regulations, state statutes and regulations, and federal statutes and regulations. 4. I have reviewed the checklist of documents that are required to obtain this license. I will be able to produce the required documents, or prove I have requested them, before the Town Council meeting at which this application will be considered. 			
SIGNATURE _____			
PRINT NAME _____			
Sworn and subscribed to before me at _____, County of _____, State of Rhode Island, this _____ day of _____, 20 _____.			
<p>_____ Notary Public Print name: My commission expires / /</p>			

**HAWKER, PEDDLER, or DOOR TO DOOR SALESPERSON
LICENSE APPLICATION**

Applicant's name:
Name of applicant's business (if applicable):
Type of business: <input type="checkbox"/> HAWKER (selling from a stationary location on a public street) <input type="checkbox"/> PEDDLER (selling from a moving vehicle, cart, or any other conveyance) <input type="checkbox"/> DOOR TO DOOR SALESPERSON (person over 18 who sells or attempts to sell merchandise at the home or business of a person who has not invited the door to door salesperson to his or her home or business for the purpose of selling merchandise).
What type of food, beverage, or other item do you sell?
If you are selling from a registered vehicle, please state the type of vehicle and the registration number:
Please state what period of time you are requesting the license for: <input type="checkbox"/> 30 DAYS <input type="checkbox"/> ONE YEAR

OFFICE USE ONLY

Date of Town Council approval:	Date license issued:
Fee paid:	Date license expires:
License issued by:	



Richmond Police Department
PO Box 203
Wyoming, RI 02898



BACKGROUND CHECK

Elwood Johnson, Jr.
Chief of Police

TELEPHONE 401-539-8289
Fax 401-539-8283

ADDITIONAL INFORMATION

FULL NAME _____

PRESENT ADDRESS _____

FORMER ADDRESS _____

DATE OF BIRTH _____

PAST CRIMINAL RECORD: _____ **YES** _____ **NO**

NAME OF EMPLOYER _____

ADDRESS OF EMPLOYER _____

NAME OF PREVIOUS EMPLOYER _____

ADDRESS OF PREVIOUS EMPLOYER _____

TELEPHONE NUMBER _____

TYPE OF LICENSE APPLYING FOR _____

NAME OF BUSINESS _____

LOCATION OF BUSINESS _____

In order to allow for a complete and proper background check, I do hereby authorize the Richmond Police Department to examine any and all court records and police records, including but not limited to, Rhode Island Bureau of Criminal Identification records that pertain to myself and to release these findings to the Town of Richmond.

Notary _____

Exp. Date _____

Signature of Applicant

Chief Elwood Johnson, Jr.

Please submit a copy of your government issued photo ID