## SOLICITOR'S REGISTRATION FORM

Each **charitable organization** selling goods or distributing pamphlets, booklets, circulars, literature to a residence, or business to business, or on a business owner's property must complete this form. \* **No fee shall be charged for charitable solicitation registrations.** 

(*Charitable Solicitation or Solicitor* means the solicitation of money or property for the benefit of any charitable, religious, patriotic, civic, fraternal or social organization, or educational institution, or other philanthropic or non-profit organization, but not including public safety organizations or departments of the City of La Porte)

Examples: Girl Scouts, School Band and Choir fundraisers, the Bridge.

Each **direct seller** distributing pamphlets, booklets, circulars, literature to residential areas; or selling business to business; or selling on a business owner's property, must complete this form and pay a fee of \$15.00. Any direct seller who is selling door to door in a residential area; or distributing any of the above referenced items with the intention of returning to the residence to sell goods, must obtain a Solicitor's Permit through the City Secretary's Office. **All door-to-door sales for profit must obtain a permit**.

Name of Business/Organization:
Address (if applicable):
City, State, Zip
Phone and Fax number
Name Owner/Manager
Address
City, State, Zip
Phone number
Type and style of material to be distributed (attach a copy if applicable) or sold:
Streets and area of town material is to be distributed or sold:
List dates and times material is to be distributed or sold:

Names, addresses and date of birth of all Supermaterial as may be required:	rvisors and Employees selling or distributing
Make, model or license plate number of vehicl material:	es transporting persons distributing or selling
List other Cities or places where material has b	peen distributed or sold:
Attach a letter from the company authorizing d	listribution or selling of the material if applicable.
I understand that I may not solicit to any reside soliciting signage displayed.	ential area or commercial business that has no
I have the permission of the business owner to Business Contact Person and Phone Number:	sale or distribute goods on their property.
A letter of authorization may be provided	in place of name and phone number.
Identification type	Number
Identification type(Drivers License, I.D. Card. Attach a copy)	Number (on license, etc.)
If not providing valid Texas drivers license nur	mber, a copy of the identification may be required.
	Date
Signature of Employee of Business/Organization	on
FOR CITY EMPLOYEE USE ONLY	
	Date
Signature and Title of Approving Employee	
Return to: City of La Porte – City Secretary's Office 604 W. Fairmont Pkwy La Porte, Texas 77571	Phone: 281-470-5029 FAX: 281-842-3701 E-mail: fogartyp@laportetx.gov Webpage: www.laportetx.gov