



# Village of Round Lake

442 North Cedar Lake Road, Round Lake, IL 60073

847-546-5400 fax 847-546-5405

www.eroundlake.com

## APPLYING FOR A LICENSE

PEDDLERS/SOLICITORS, ICE CREAM VENDORS/ TRANSIENT MERCHANTS

### APPLICATION SUBMITTAL

The following must be submitted, incomplete applications will not be accepted:

- Completed Application;
- Completed Background Screening Disclosure for each employee working in the Village;
- Color copy of a state issued photo ID for each employee working in the Village;
- Surety Bond in the amount of one thousand dollars (\$1,000.00);
- Food vendors must supply a certificate from the Lake County Health Department;
- If the applicant is a peddler, he or she must also obtain a certificate signed by a local physician that the employee(s) working in the village is/are in good health and free from any contagious diseases.

### BACKGROUND SCREENING

Applicants must submit to a background check and fingerprinting. Complete and return the Background Screening Disclosure along with payment in the amount of forty-five dollars (\$45.00) for each applicant, to the Village Hall. Once payment is made, your application will be forwarded to the Police Department who will contact you to set up an appointment for your screening. The timeframe on the results is typically 4-6 weeks.

ROUND LAKE POLICE DEPARTMENT, 741 W. Townline Road, Round Lake, IL

CENTRAL COMMUNICATIONS (CENCOM) 911 Building, 911 Lotus Drive, Round Lake Beach, IL

### LICENSE FEES

DAILY: Ten dollars (\$10.00) per day the Peddler, Solicitor and Transient Merchant will be engaged in peddling or solicitation within the village; or

MONTHLY: Two hundred dollars (\$200.00) per month the Peddler, Solicitor and Transient Merchant will be engaged in peddling or solicitation within the village; or

ANNUAL FOR FOOD, BEVERAGE, ICE CREAM ONLY: One hundred dollars (\$100.00) annually for any Peddler, Solicitor and Transient Merchant who sells, offers for sale, or peddles any candy, ice cream, confection or other food or beverage for human consumption from any motor vehicle or other vehicle or cart of any kind, upon any public street or other public property.

### LICENSE ISSUANCE

The Village will contact the applicant once the License is ready for issuance. The license fee must be paid at time of issuance.

**LICENSE DISPLAY.** Licensee shall at all times while doing business in this village keep in his or her possession the license provided for in section 5.40.090, and shall, upon the request of prospective customers, exhibit the license as evidence that he or she has complied with all requirements of this chapter.



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## APPLICATION/ RENEWAL

PEDDLERS/SOLICITORS, ICE CREAM VENDORS/ TRANSIENT MERCHANTS

### APPLICANT INFORMATION

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

EMAIL ADDRESS:

### BUSINESS INFORMATION

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

WEBSITE:

BUSINESS EMAIL:

BRIEF DESCRIPTION OF THE NATURE OF THE BUSINESS:

### SOLICITOR HISTORY

LIST THE LAST THREE MUNICIPALITIES WHERE PREVIOUS SOLICITATION WAS DONE:

1.

2.

3.

### LENGTH OF TIME LICENSE SOUGHT

DAILY

DATE(S): \_\_\_\_\_

MONTHLY

NO. OF MONTHS: \_\_\_\_\_

ANNUAL

(FOOD VENDORS ONLY)

### LOCATION OF SOLICITATION

**VEHICLE INFORMATION**

MAKE:

MODEL:

YEAR:

COLOR:

PLATE NUMBER:

**PLEASE INITIAL EACH OF THE FOLLOWING ITEMS:**

Each solicitor or peddler shall at all times while doing business in this Village, keep in his or her possession the license provided and shall, upon the request of prospective customers, exhibit the license as evidence that he or she has complied with all requirements. \_\_\_\_\_

Each solicitor must honor all "no solicitor's signs" exhibited on residences or businesses. Any violations of will result in the immediate revocation of the solicitor's license. \_\_\_\_\_

**PROHIBITED SOLICITATION PERIODS**

- A. No Peddler, Solicitor and Transient Merchant may conduct the defined activities except between the hours of nine a.m. and nine p.m. on each day, and no solicitation or peddling shall be done on Sundays or legal holidays, unless authorized by subsection (B.) below. \_\_\_\_\_
- B. Peddlers, Solicitors and Transient Merchants who sell, offer for sale, or peddle any candy, ice cream, confection, or other food or beverage for human consumption from any motor vehicle or other vehicle or cart of any kind, upon any public street or other public property are permitted to conduct those activities between the hours of 9:00 a.m. to 7:30p.m. each day or sunset as defined by the National Weather Service, whichever occurs first, each day and on Sundays or legal holidays. \_\_\_\_\_

**OBSTRUCTIONS OF PEDESTRIAN OR VEHICULAR TRAFFIC UNLAWFUL**

No person, while engaged in any of the practices described in Section 5.40.020, shall block or obstruct the path of any pedestrian or vehicular traffic or block or obstruct any way of ingress or egress to roads, buildings, vehicles or other enclosures or conveyances. \_\_\_\_\_

**VIOLATION – PENALTY**

Any person violating the provisions of this chapter shall, be subject to a fine not exceeding seven hundred and fifty dollars (\$750.00). Each day that a violation continues shall constitute a separate offense. \_\_\_\_\_

I UNDERSTAND THE ISSUANCE OF THIS LICENSE IS CONDITIONAL UPON COMPLIANCE WITH ALL VILLAGE CODES AND ORDINANCES, STATE AND FEDERAL LAW, AND THE RESULTS OF ANY INSPECTIONS REQUIRED BY ORDINANCE AT THIS TIME AND ANY FURTHER INSPECTIONS WHILE THIS LICENSE IS IN FORCE. I HAVE READ THIS APPLICATION AND ANSWERED ALL QUESTIONS FULLY. THE INFORMATION I HAVE SUBMITTED IN THIS APPLICATION IS COMPLETE AND TRUTHFUL TO THE BEST OF MY KNOWLEDGE.

*SIGNATURE OF APPLICANT*

*DATE*

**FOR OFFICE USE**

FEE SUMMARY		STAFF APPROVALS	
DAILY (\$10.00 PER DAY):	\$ _____	_____	COMPLETED APPLICATION
MONTHLY (\$200.00 PER MONTH):	\$ _____	_____	BACKGROUND SCREENING
ANNUAL (\$100.00):	\$ _____		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED			
<i>SIGNATURE</i>		<i>DATE</i>	



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## BACKGROUND SCREENING DISCLOSURE AND WRITTEN AUTHORIZATION

*(Please read this form carefully)*

### DISCLOSURE

I have been notified that the Village of Round Lake and the Round Lake Police Department may request that a background screening be conducted to verify any information I have provided in connection with my license application.

The Village of Round Lake or the Round Lake Police Department may request a consumer report and/or an investigative consumer report in connection with my license application or at any time during my license is valid in accordance with all applicable laws. These reports may include information about my background, including but not limited to character, mode of living, criminal history records, sex offender registry records, Social Security records, educational records, employment records, credit reports, driving records, and license/certification records, or any other such record, written or otherwise, that is deemed appropriate.

Upon written request to the Village of Round Lake and proper identification, I have the right to be informed when a consumer report or investigative consumer report is conducted, and the right to make a request to Innovative Credit Solutions, the consumer reporting agency vendor, within a reasonable period of time, as to the nature and substance of all information in its files on me at the time of my request, including the sources of information and the recipients of any reports on me that Innovative Credit Solutions has previously furnished. Communications with Innovative Credit Solutions should be directed to PO Box 1386, Columbia, South Carolina 29202 800-345-2746.

### AUTHORIZATION

My signature below authorizes the procurement of a consumer report and/or investigative consumer report upon the Village of Round Lake or the Round Lake Police Department's request in conjunction with my application for a license.

*I have read this Disclosure and Written Authorization; I understand the provisions stated herein, and I agree to the terms.*

\_\_\_\_\_  
Print Name (First, MI, Last)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Driver's License Number, State, & Expiration Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date of Birth