

## BACKGROUND

Dublin Municipal Code §4.16 Peddlers and Solicitors, adopted upon the City's incorporation in 1982, was identified as an element for review in the City Council's comprehensive update to the Dublin Municipal Code.

Effective April 2007, the Peddlers and Solicitors Ordinance (DMC §4.16) has been modified to clarify regulations regarding commercial sales and solicitation; and a new chapter, Charitable Solicitation and Sales (DMC §4.18) has been added to encourage charitable solicitation and sales throughout the City.

## HOW HAS THE PERMIT PROCESS IMPROVED?

Under the previous ordinance, no distinction existed between commercial and charitable solicitation and sales; therefore, both groups were required to meet the same permit requirements. Creating the Charitable Solicitation and Sales Chapter now encourages Dublin residents to support charitable organizations by streamlining the requirements for obtaining charitable solicitation permits, including the ability to obtain group permits and eliminating the application fee for charitable solicitation and sales permits.

## WHY DOES THE CITY REQUIRE PERMITS?

Peddler and Solicitor permits for commercial and charitable purposes are required to protect the health, safety, and welfare of the community against unlawful and criminal activities including fraud, burglary, and misrepresentation.

## FIRST AMENDMENT ACTIVITIES EXEMPT

Groups and individuals engaging in First Amendment activities are exempt from the requirements of Dublin Municipal Code §4.16 Peddlers and Solicitors and §4.18 Charitable Solicitation and Sales.

If you have questions about the possible exemption of an activity, please contact Dublin Police Services.



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CALIFORNIA

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**PEDDLER & SOLICITOR  
ORDINANCE**



**DUBLIN**  
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**POLICE SERVICES**

# NEW PERMIT GUIDELINES

## WHO NEEDS A PERMIT?

Individuals engaging in the following activities while traveling by foot, automotive vehicle, or any other type of conveyance, from place to place, house to house, or street to street, require a permit:

- Peddlers and Solicitors engaging in sales or soliciting orders for commercial purposes;
- Charitable Solicitors and Salespersons engaging in sales or soliciting orders for charitable fundraising purposes;
- Commercial Fundraisers who are compensated to solicit funds, assets, or property.

## WHAT IS A CHARITABLE PURPOSE?

Charitable purpose means and includes activities for the benefit of non-profit philanthropic, social service, benevolent, patriotic, educational, or religious activities, including but not limited to non-profit organizations, tax-exempt organizations, public and private schools.

## HOW ARE PERMITS OBTAINED?

Permits can be obtained by contacting Dublin Police Services and requesting an application. Completed applications and any required supplemental information will be reviewed by Police Services Staff and forwarded to the Chief of Police Services for final approval or denial.

## WHAT KIND OF PERMIT IS REQUIRED?

Permits for commercial solicitation and sales are issued in compliance with DMC §4.16. Permits for charitable solicitation and sales are issued in compliance with DMC §4.18; two sub-categories of requirements exist for charitable activities: a) residents and Dublin-based community groups, and b) non-resident and non-Dublin-based groups.

## COMMERCIAL SOLICITATION AND SALES

Each commercial salesperson must obtain a separate Peddler Permit from Dublin Police Services in accordance with DMC §4.16. A completed application form providing personal information about the applicant (including criminal history) and the applicant's employer; and a description of the type of good or service being sold shall be submitted, in addition to:

- Two 2"x 2" photographs;
- Fingerprints;
- Automobile information including proof of insurance and registration;
- Payment of the required fee;
- Proof of health department certification, if applicable;
- Submission of bond information for solicitation activities, if applicable;
- A valid business license; and
- Any other information required by the Chief of Police.

## CHARITABLE SOLICITATION AND SALES

All individuals and organizations engaging in charitable solicitation and sales must obtain permits in accordance with DMC §4.18. A completed application form providing information about the primary/supervising applicant (including criminal history) and the applicant's organization; and a description of the type of goods or services being sold shall be submitted, in addition to:

- Statement that individual/organization has obtained a permit for Commercial Fundraiser for Charitable Purposes (G.C. §12599), if applicable;
- Automobile information, including proof of insurance and registration;\*
- Photo identification for all persons engaged in solicitation and sales activities;\*
- A letter certifying authority to engage in charitable solicitation and sales activity on behalf of organization;\*
- A valid business license, if applicable; and
- Any other information required by the Chief of Police.

\* **Note:** Dublin residents and/or individuals acting on behalf of Dublin-based community groups are not required to provide this information.

There is no application fee for Charitable Solicitation and Sales permits.