



1775 – 12th Ave. NW | P.O. Box 1307
 Issaquah, WA 98027
 425-837-3100
 issaquahwa.gov
SALES TAX CODE #1714

SOLICITOR'S LICENSE # BUS _____ - _____

SOLICITORS LICENSE APPLICATION

Licensee Name: _____
 (Including Middle Name)

Vehicle License State & Number: _____

Mailing Address: _____

Vehicle Make, Model & Year: _____

City/State/Zip: _____

Driver's License State & Number: _____

Cell Phone: (_____) _____ - _____

Date of Birth: _____

Representing: _____

WA State Registration #: _____

Located at: _____

Telephone: (_____) _____ - _____

City/State/Zip: _____

Email: _____

TYPE OF PRODUCT:

OWNER/OFFICER (if representing a business): _____
 (A list of owners/officers may be attached if necessary)

BUSINESS ADDRESS: _____ **CITY/STATE/ZIP:** _____

BUSINESS PHONE: _____

The original license must be presented at time of solicitation. No stationary soliciting is permitted in the public right-of-way. Solicitors are required to exhibit their license at the time of any solicitation and upon request by a police officer.

Solicitor applicant must divulge whether they have been convicted of a crime related to the sale or representation of any goods, wares, merchandise, or anything of value and if so, the details thereof. Solicitor applicants convicted of a felony for burglary, felony theft, and felonies against the person within the last 10 years will be denied a solicitor's license.

SOLICITOR'S LICENSE FEES

- New License Fees \$30.00
- *Special License \$ 5.00
- Duplicate License \$ 2.00

*A license issued when sole owner or Shareholder is 18 years of age or under

Signature of Applicant: _____

Print Name of Applicant: _____

Title: _____

Date: _____

SOLICITOR'S BUSINESS LICENSE – OBTAIN FORM FROM THE ISSAQUAH PERMIT CENTER AT CITY HALL NORTHWEST - 1775 12th AVENUE NW

Each solicitor operating within the City limits must obtain a license. The following information is required: **COMPLETE NAME, HOME ADDRESS, DATE OF BIRTH, CURRENT DRIVERS' LICENSE NUMBER, AND VEHICLE DESCRIPTION(S).**

- The non-refundable fees are \$30 for the first license. Duplicate (replacement) licenses cost \$2 each.
- The non-refundable fee for sole owners (18 or younger) is \$5 per year. Duplicate (replacement) licenses cost \$2 each.
- No soliciting between 5:00 PM and 9:00 AM.
- No solicitor shall have any right to a stationary location in a public right-of-way. (Ord. 1776 1, 1987) Soliciting shall occur only on private property with the owner's permission.
- Businesses with a tax-exempt status, newspaper subscriptions, or farmers selling homegrown products are exempt from license requirements (this exemption does not apply to firewood).
- Solicitors are not subject to Issaquah Business & Occupation Taxes.

FOR OFFICE USE ONLY

For background checks:

Email sent to applicant: _____ Approved: _____ Denied: _____
Date

Accepted for background check: _____
Date