



CITY OF STAR
P.O. Box 130
Star, Idaho 83669
P: 208-286-7247 F: 208-286-7569

VENDOR, SOLICITOR, MERCHANT APPLICATION

Applicant Name: (If the applicant is an association, company or corporation, also include the names and titles of the persons who will be soliciting in the City of Star.) _____

Address: (both local and headquarters) _____

Phone Number: (both local and headquarters) _____

Date(s) of permit use: _____

Idaho Sales Tax Number: _____

Description of the nature of business: (this should include the goods to be sold) _____

The proposed method of operation, length of time for which the right to do business is desired.

List proposed method of delivery for the goods or property proposed to be sold.

If a motor vehicle is to be used, a description of the same, together with a license number or other means of identification. (Attach copy of valid driver's license.) _____

Has a permit or license issued to the applicant been revoked in the last 5 years? Yes _____ No _____
If yes, list where and when. _____

Has applicant ever been convicted of a violation of any federal, state or municipal law? Yes _____ No _____
If yes, state the nature of the offense and date. Also, list the punishment and penalty. _____

Attach two (2) photographs of the persons who shall be soliciting within the City limits of Star, two inches by two inches (2" x 2") in size, showing the head and shoulders in a clear and distinguishable manner.

NOTE: (1) When the applicant proposes to sell any food product for human consumption, a copy of the health certificate from Central Health District shall be required prior to issuance of a license.
(2) Attach an example of the flyer(s) you may be handing out or hanging on doors.

Bond Requirement:

- Every business/individual which has or hires employees or agents to act in the capacity of vendor, solicitor, or temporary merchant, shall file with the City Clerk the following:
 1. Employees/agents residing within the state of Idaho a \$1,000.00 bond or letter of credit per employee or agent; and/or
 2. Employees/agents residing outside the state of Idaho a \$2,000.00 bond or letter of credit per employee/agent.

The surety bond must be one issued by an agent upon which service of process shall be made in the State of Idaho.

- After expiration of a license, the City Clerk shall, upon written request of the licensee, return the bond or letter of credit within sixty (60) days after receipt of request for return, unless the City Clerk has been notified of a pending claim or cause of action by any person upon the bond or letter of credit.

NO PERMIT ISSUED SHALL BE TRANSFERABLE

PERMIT FEES: _____ \$25.00 under three days – to be consecutive
 _____ \$50.00 over three days/under three months – to be consecutive
 _____ \$100.00 annually

NOTE: Upon receipt of an application the City Clerk will refer the application to the Star Police Department, at which time an investigation into criminal background, warrants, and driving records will be performed. Per Star City Code 2-4-5B if applicant has made a false statement on the application, the application may be denied. In cases where an application is denied and then appealed by the applicant, all investigation material will be presented to the Council.

 APPLICANT SIGNATURE

 DATE

The City Clerk shall issue or deny the permit within ten (10) working days upon receipt of a completed application.

 (OFFICE USE ONLY)

Staff (√)	Description
	Completed and signed Application Date Rec'd:
	Fee \$ Check No.:
	Surety Bond or Letter of Credit
	Employee Information Sheet(s)
	Two (2) photo's attached
	Copy of flyer attached (if appropriate)
	Copy of health certificate from Central District Health (for food for human consumption)
	Signed Star Police Department Background permission form.
	Written consent by property owner, if the location of sales is not owned by the applicant.

Approved: _____ Denied: _____ By: _____ Date Permit Issued: _____

Deputy Review: _____ Comments: _____



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Employee Information

Each employee working for a Business applying for a Vendor, Solicitor, Merchant Permit (applicant) must fill out an Employee Information Sheet and Consent to Record Search form.

Applicant Name: _____

Date(s) of permit use: _____

Employee Name: _____

Address: _____

Phone Number: _____

Social Security and/or driver's license number: _____

If personal motor vehicle is to be used, a description of the same, together with a license number or other means of identification. (Attach copy of valid driver's license.) _____

Have you ever been convicted of a violation of any federal, state or municipal law? Yes _____ No _____
If yes, state the nature of the offense and date. Also, list the punishment and penalty.

Attach two (2) photographs of the persons who shall be soliciting within the City limits of Star, two inches by two inches (2" x 2") in size, showing the head and shoulders in a clear and distinguishable manner.

NOTE: Upon receipt of an application the City Clerk will refer the application to the Star Police Department, at which time an investigation into criminal background, warrants, and driving records will be performed. In cases where an application is denied and then appealed by the applicant, all investigation material will be presented to the Council.

EMPLOYEE SIGNATURE

DATE



CITY OF STAR
P.O. Box 130
Star, ID 83669
208-286-7247 Tel 208-286-7569 Fax

Consent to Record Search

I, _____ AKA _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

HEREBY GIVE MY PERMISSION TO THE CITY OF STAR TO HAVE A POLICE RECORD SEARCH CONDUCTED IN REFERENCE TO MY APPLICATION FOR A VENDOR, SOLICITOR, MERCHANT APPLICATION.

This form expires 15 months after the date signed below.

SIGNATURE

DATE

- A copy of a valid drivers license or identification card must be attached.

STAR CITY POLICE DEPARTMENT VERIFICATION:

DATE _____

OFFICER NUMBER _____

MUST BE COMPLETED AND SIGNED BY POLICE DEPARTMENT