



Village of Carol Stream

ITINERANT VENDOR INFORMATION SHEET

1. Each individual who will be soliciting is required to apply for and obtain a permit.
2. Background and fingerprint checks are done for each applicant. \$59.25 Fee (\$25 and \$34.25 – non-refundable fees). (These fees may change without notice).
3. The fee for the permit:
 - \$150 year
 - \$ 50 month
 - \$ 30 week
 - \$ 10 day
4. Itinerant Vendors receive a permit, not an I.D. badge.
5. When you are ready to submit your completed application, call the Village Manager's office at 630-871-6250 to schedule your fingerprint appointment. Please do NOT call the police department directly.
6. Processing can take up to 10 working days.
7. Once your application is approved, your permit will be issued and you will be called to pick up.
8. A DuPage County Health Inspection Report is required for your vehicle or push cart.
9. A Certificate of Liability Insurance is required.

Village ordinance Section 10-4-7 regarding itinerant vendors' states:

(10) When solicitation will be conducted by an itinerant vendor utilizing a motorized vehicle, a valid and current DuPage County Health Department permit is required to be submitted along with a certificate of insurance issued by an insurance company licensed to do business in this state shall be provided, insuring the solicitors and their organization for liability for damages for personal injury and property damage casually related to an act of ordinary negligence of the soliciting agent. The certificate must state that it shall not be canceled during the period of solicitation, and will provide at least the following coverage:

Personal Injury	\$500,000 per person \$1,000,000 per occurrence
Property Damage	\$100,000

11. Applicant Date of Birth: _____ / _____ / _____
(Mo.) (Day) (Year)

12. Applicant's Driver's License Number: _____
(Issuing State) (License Number)

No Driver's License: _____
(check here)

13. Number of Company Vehicles to be used in the Village.

Vehicle Make: _____ Vehicle Year: _____ Plate #: _____

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14. Will you broadcast music or sound from any company vehicle for soliciting? __ (yes) __ (no)

15. Length of Employment with the Applicant Company: from: _____ to: _____

16. Name and Address of Employers during the past three years:

17. Have you been convicted of a felony within 5 years of the date of this application?
(Check One) Yes: _____ No: _____

18. Nature and Circumstance of the Conviction Charge: _____

19. Have you ever been charged with a misdemeanor that involved dishonesty or making false statements under state law or a similar violation in another state within five years of the date of this application? (Check One) Yes: _____ No: _____

20. Nature and Circumstance of the Misdemeanor Charge: _____

21. Has a previously issued license or permit issued to you or your company ever been revoked?
(Check One) Yes: _____ No: _____

22. Reason and Circumstance for the Revocation: _____
