Village of Skokie, Illinois
Application for Commercial Solicitation

This application is for solicitation on private property only, including door-to-door solicitation and commercial handbill distribution. The Skokie Police Department accepts applications in person on Wednesdays from 9-11:00 a.m. and 1-3:00 p.m. All persons applying must be present. Applicants must provide a valid form of government photo identification (driver’s license or state identification card) along with their company identification and a completed solicitor application.

This application is not applicable to charitable groups, for which a separate application is required. Commercial Solicitation is not permitted on public property and/or the public right-of-way. All regulations with regard to commercial solicitation can be found in the Skokie Village Code, section 78-31 to 78-91.

**Door-to-Door Solicitation:** This typically involves face-to-face interactions between solicitors and residents. Door-to-Door solicitation shall not exceed 30 consecutive days however the Village of Skokie reserves the right to limit that solicitation period. **FEE: $20.00 per door-to-door solicitor**

**Commercial Handbill Distribution:** This typically involves no face-to-face interaction and is not subject to. **FEE: $25.00 for one (1) month; $50.00 for six (6) months, $75.00 for one (1) year**

1. **Name, address, and telephone number of organization/company:**

   Organization: ____________________________
   Telephone #: ____________________________
   Address: ________________________
   City: ____________________________
   State: ____________________________
   Zip: ____________________________

2. **Name and address of person directly in charge of solicitation:**

   Name: ____________________________
   Last: ____________________________
   First: ____________________________
   Middle Initial: ____________________________
   Address: ____________________________
   City: ____________________________
   State: ____________________________
   Zip: ____________________________
   Home phone number: (____) ____________________________
   Work phone number: (____) ____________________________
   Date of Birth (month/day/year): ____________________________
   Sex: ____________________________
   Race: ____________________________
   Height: ____________________________
   Weight: ____________________________
   Driver’s License Number: ____________________________
   State: ____________________________
   Social Security Number: ____________________________

   Have you ever been convicted of a felony?  Yes [ ]  No [ ]  If “Yes,”
   When: ____________________________
   Where: ____________________________
   Charge(s): ____________________________
   Have you ever been convicted of a violation of a solicitor’s ordinance? Yes [ ]  No [ ]
   If “Yes,” explain ____________________________

3. **Specific Area where solicitation will take place in the Village of Skokie:**

   ________________________________________________________________
   ________________________________________________________________

4. **Number of agents and employees to be engaged in solicitation:**

5. **Please indicate the expected dates of solicitation:**

   ____________________________ to ____________________________

6. **Please name any other community in which this organization has solicited within the past 3 years:**

   ________________________________________________________________
   ________________________________________________________________

138801
(continued)
7. Please list each solicitor individually on page 3.

8. The following questions, #8 - #10, apply only if commercial handbills are to be distributed.

9. How do you intend to distribute handbills?  Door-to-door ☐  In hand ☐

10. A copy of the handbill must be submitted for approval.

   According to the Skokie Village Code, Sec. 6-43:

   It shall be unlawful for any person to post, hand out, distribute or transmit any sign, or any commercial or noncommercial handbill:

   (1) Which may reasonably tend to incite riot or other public disorder, or which advocates disloyalty to or the overthrow of the government of the United States or of this State by means of any artifice, scheme, or violence, or which urges any unlawful conduct, or encourages or tends to encourage a breach of the public peace or good order of the community; or

   (2) Which contains obscene, libelous or other language which is made unlawful by any law of the Village, the State, or the United States.

11. During the permitted period, any new handbills, or changes to current handbills must be approved by the Skokie Police Department or the permit may be revoked.

   Does the applicant certify that if a permit is granted, it will not be used or represented in any way as an endorsement by the Village of Skokie or by any department thereof?

☐ Yes  ☐ No

   Does the applicant certify that if a permit is granted, no children under the age of 16 years of age will be permitted to solicit money without parent/guardian supervision?

☐ Yes  ☐ No

   All of the above statements are true to the best of my knowledge, information and belief. All questions have been answered, and if any change in fact, policy or method occurs subsequent to the date of this application, or the issuance of a permit, the applicant will notify the Village Manager in writing within 24 hours after such a change.

   Signed: ____________________________________________

   Name:

   Title:

   Organization:

   Organization Address:

   Date:

   Payments are collected at the time the application is submitted. Cash payments need to be in the exact amount.

   FOR OFFICE USE ONLY

   Date Received: _______________________

   Date Approved: _______________________

   Approved by:_________________________

   Fee Paid: ____________

Review and issuance of Commercial Solicitation Permits can take 7-10 business days.
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30. ___________________________________________________________ ____________________________

PLEASE ATTACH ADDITIONAL SHEETS IF NECESSARY

Group Leader: _______________________________ Telephone: _______________________________

Organization: _______________________________ Date: _______________________________