



Township of Hillsborough

COUNTY OF SOMERSET
THE PETER J. BIONDI BUILDING
379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
(908) 369-4313
www.hillsborough-nj.org

A [license is required](#) for any person wishing to hawk, sell, or solicit door-to-door, street-to-street, or place-to-place business in Hillsborough Township.

[Applications for Peddler/Solicitor Licenses](#) are available for downloading at the Hillsborough Township website and must be completed in full, with the required attachments. A background check is also required as part of the application process. **Please allow at least two (2) months for the background check.**

Please have the following items with you when applying for a Peddler/Solicitor license:

- Notarized** application completed in full
- Hillsborough Township Police Department Information Release completed in full
- Two passport-type photographs taken within the past 60 days
- A copy of the applicant's valid driver's license or government-issued ID
- A check for \$20 per applicant

Important:

- Applications **MUST** be completed in full. Applications with missing, misleading, or vague information will be declined.
- Applications must be notarized.
- Please allow **at least two months** for Hillsborough Township Police Department to complete a background check.
- Anyone operating a motor vehicle must have a valid driver's license
- Once ready, Peddler's licenses will be mailed to the peddler/solicitor's place of employment.
- Local business references **cannot** come from the applicant's employer or co-workers.
- The peddler/solicitor **may not** conduct door-to-door business until **after** a license is issued by Hillsborough Township.
- **Any false information provided on the application may be cause for application to be denied or revoked.**

**APPLICATION FOR A PEDDLER'S LICENSE
WITHIN HILLSBOROUGH TOWNSHIP**



**ANY FALSE INFORMATION PROVIDED ON THIS
APPLICATION MAY BE CAUSE FOR THE
APPLICATION TO BE DENIED OR REVOKED**

<p>Name and Description of Applicant</p>	<p>APPLICATION DATE: / /</p> <p>Name of Applicant: (Please Print)</p> <p>_____</p> <p>Description: Age _____ Weight _____ Hair Color _____ Eye Color _____ Sex _____</p> <p>Place of Birth: _____</p> <p>Date of Birth: _____</p> <p>Social Security #: _____</p> <p>Driver License # and State Issued: _____</p> <p>_____</p>
<p>Applicant's Information</p>	<p>Permanent Home Address: _____</p> <p>_____</p> <p>Email Address: _____</p> <p>Telephone # Home: _____</p> <p>Cell Phone: _____</p> <p>Local Address (If different): _____</p> <p>_____</p> <p>Name, Address, Telephone # of nearest relative: _____</p> <p>_____</p>
<p>Description of merchandise or services to be sold or nature of business</p>	

References	<hr/> <div style="display: flex; justify-content: space-between;"> Name Address </div> <hr/> <div style="display: flex; justify-content: space-between;"> Email Address Phone Number </div>
Background Information	<p>Have you ever been convicted of a crime, misdemeanor or violation of any Municipal Ordinance? Yes ___ No ___</p> <p>If Yes, state briefly the nature of offense and penalties imposed:</p> <hr/> <hr/> <hr/>
<p>Photographs (2): Showing head & shoulders, taken within 60 days. Must be 2" x 2". Do not attach permanently.</p>	
<p>Sworn to before me:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <hr/> <p>Date</p> </div> <div style="width: 45%;"> <hr/> <p>Signature of Applicant</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <hr/> <p>Notary Public (Affix Seal and Expiration Date of Notary)</p> </div> <div style="width: 45%;"> <p>Applicant please note:</p> <ol style="list-style-type: none"> 1. Each person soliciting must have a valid permit. 2. Anyone operating a motor vehicle must have a valid driver's license. 3. A separate peddler's license is required for additional products. 4. Please allow six to eight weeks for processing of this application. 5. Unless otherwise requested, the peddler's license will be mailed to employer. 6. Fee: \$20.00 per application. </div> </div>	

Organization of entity for whom canvassing is being conducted:

Name: _____

Address: _____

Telephone Number: _____

Purpose for which canvassing will be conducted: _____

Name, Address, and Phone Number of person(s) in direct charge of canvassers and canvassing:

Canvassers:

Name	Address	Date of Birth	Social Security #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Attach a separate listing if more space is required)

Provide a brief description of the method to be used to conduct canvassing: _____

Time and date canvassing will commence: _____

Preferred time and dates: _____

Alternate time and dates: _____

Ending/termination date for canvassing: _____

Applicant please note the following:

1. Approval of this permit does not represent or in any way imply endorsement by the Township of Hillsborough or any of its Officers or Departments.
2. Applicant must provide advanced notice to the Hillsborough Township Police Department, in writing, as to which canvassers will be working on which days and in what areas of the Township, along with descriptions and license plate numbers of vehicles being used.
3. As applicant, I ensure that each canvasser involved in this canvassing is of good character and will conduct himself/herself in a courteous manner.
4. It is understood, and will be communicated to all canvassers, that no canvassing will be conducted at dwellings or units where "no soliciting" or like signs have been posted.
5. As applicant, it is understood that any misleading or false information provided on this application is done so under oath and will result in violation of this ordinance and revocation of the permit.
6. It is understood that ALL CANVASSERS shall wear an identification tag/badge on their outermost garment, which will contain their name and the name of the organization, which is readable from a distance of at least 10 feet away (tag/badge to be provided by the organization).

Sworn to before me:

Date

Notary Public (Affix seal and expiration date of notary)

**HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT
RELEASE INFORMATION**

I, _____ am making application for a Peddler's/Raffle/Carnival license. As a result, an investigation is being conducted to determine my eligibility. I do hereby authorize a review and full disclosure of all records and information concerning myself, whether the said records or information is of a public, private, or confidential nature.

I also authorize and request every person, firm, company, corporation, governmental agency, court, association or institution having control of any documents, records, and other information pertaining to me, to furnish to the said Municipality, County Prosecutor's Office and/or Department of Law and Public Safety any such information, formal or informal, pending or closed, or any other pertinent data, and to permit the said Municipality, County Prosecutor's Office and/or Department of Public Safety or their representatives to inspect and make copies of such documents, records, and other information.

I hereby release, discharge, and exonerate the said Municipality, County Prosecutor's Office and the Department of Law and Public Safety, their representatives and any other person so furnishing information from any and all liability of every nature and kind arising out of the furnishing, inspection or collecting of such documents, records, and any other information or the investigation made by the said Municipality, the County Prosecutor's Office and/or the Department of Law and Public Safety.

A photocopy of this authorization and release form will be as valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

I have read and fully understand the contents of the "Authorization and Release".

Full Name

Signature (include maiden name)

Address _____

Phone Number _____

Date of Birth _____

Social Security Number _____

Driver's License Number _____