



Deanna L. Strout
Chief of Police
462 Main St.
Dalton, MA 01226
Phone: 413-684-0300

Eric Anderson
Town Manager
462 Main Street
Dalton, MA 01226
413 - 684 - 6111 ext. 201



HAWKER, PEDDLER, & SOLICITOR APPLICATION FORM

In order for any commercial entity or individuals to solicit work or goods by going door-to-door, they must complete separate credentialing requirements. This is in addition to any permits they may need for their equipment, or to operate in the Right of Way.

Applicants must complete this form and submit the same with a non-refundable check or money order for \$100 payable to the Town of Dalton.

The requirements are:

- Applicant must obtain a Commonwealth of Massachusetts Hawkers/Peddlers License which must be attached to this application. The Commonwealth of Massachusetts Hawkers/Peddlers License requires a signature from a Massachusetts Chief of Police that certifies the character of the applicant and affirming that the applicant is a person of "morals and integrity."
- Once the applicant has obtained the Hawkers/Peddlers License, they must complete the Town of Dalton Hawker, Peddler, & Solicitor application to obtain a local Soliciting and Canvassing Permit. Each employee must do this individually. This also triggers our civil fingerprinting requirement.

Step by Step Procedure

- Applications may be obtained online at www.dalton-ma.org/police-department or picked up in the lobby at the Dalton Police Department.
- Applications must be returned in person to the police department via an appointment
 - Contact the Dalton Police Department at 413-684-0300 to schedule an appointment.
 - At your appointment you will be fingerprinted and photographed
- Only one active permit is allowed per company. If a company wishes to apply for another permit prior to expiration because of a personnel change the original permit must be returned to the Dalton Police Department.
- After your appointment for fingerprinting and photographing the Dalton Police Department will perform the required background checks within 7 days.
 - As long as the application is not denied for any reason, the application packet and the Police Departments' report will be forwarded to the Board of Health for their approval or denial.
- If an inspection is required by the Board of Health, an appointment will be made within 7 days and then the application and their approval or denial will be forwarded to the Town Manager's office.



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- Once the Town Manager has signed off on the application the paperwork will be returned to the Police Department for the permit to be finalized, printed, signed, and laminated.
- Permits will be available 21 days after submission unless otherwise notified. Permits must be picked up at the Police Department.
- All permits will expire December 31st of the calendar year.



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This form cannot be completed without a State Hawker & Peddler License
PLEASE WRITE LEGIBLE – or it could delay processing

To the Licensing Authority:

The undersigned hereby registers in accordance with the provisions of the Statutes relating thereto:

Full Name of Firm Corporation Completing Application:

Business Name: _____
Address: _____ City: _____ State/Zip: _____
Telephone: _____ Cell phone: _____
Email: _____ @ _____
Liability Insurance Carrier: _____ Phone: _____

Peddler:

Name: _____ Date of Birth: _____
Address: _____ City: _____ State/Zip: _____
Telephone: _____ Cell phone: _____
Email: _____ @ _____
Mass State Hawkers & Peddler License Number: _____
Date Issued: _____ Expiration date: _____

Motor Vehicle:

Make: _____ Model: _____ Reg #: _____ State: _____
Driver's License #: _____ State: _____

STATE CLEARLY THE PURPOSE FOR WHICH THE REGISTRATION IS REQUESTED:

GIVE DATES AND HOURS APPLYING FOR: _____

.... in said Town of Dalton in accordance with the rules and regulations made under authority of said Statues.

Door-to-door solicitation may be conducted between the hours of 9 a.m. and 7 p.m. ONLY
once the permit is approved and must always be on the applicant.

Signature: _____ **Date:** _____

I hereby under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.



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CIVIL FINGERPRINTING CONSENT

Prior to approving this application, the Dalton Police Department will conduct a comprehensive background check to include criminal arrests, convictions, warrants, and fugitive charges. Additionally, this check will reveal if the applicant is currently considered a fugitive or a missing person. Felony convictions, fugitive status, and prior violent crimes may be disqualifying.

I have read and understand the Town of Dalton Hawkers, Peddlers & Solicitors application for and all entries are true and correct to the best of my knowledge.

I, _____, consent to the collection of my fingerprints as part of the application process for the following license:

Hawkers, Peddlers, Solicitors Permit

I acknowledge and understand that my fingerprints will be searched against the database maintained by the Federal Bureau of Investigation.

Applicant - Signature

Date

PRIVACY ACT STATEMENT – CIVIL FINGERPRINTING

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Applicant Notification and Record Challenge

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34. You can find additional information on the FBI website at <https://www.fbi.gov/about-us/cjis/background-checks>.



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POLICE DEPARTMENT/ TOWN OF DALTON USE ONLY

PRIOR PERMIT COMPLETIONS:

MASS LICENSE TO PEDDLE #: _____

MA TRANSIENT VENDOR LICENSE #: _____

DATE APPLICATION RECEIVED: _____

PERMIT #: _____

DATE PERMIT ISSUED: _____

DATE PERMIT EXPIRES: _____

FEE RECEIVED: _____ CHECK OR MONEY ORDER #: _____

PROCESSED BY: _____

☐ FUGITIVE CHECK ☐ MISSING PERSONS ☐ BOP

_____ Approved _____ Denied, Reason: _____

Chief of Police's signature: _____ Date: _____

Deanna L. Strout (or designee)

Town Manager's signature: _____ Date: _____

Eric Anderson (or designee)