

COMMERCIAL SOLICITORS INFORMATION

Chapter 50 of the Gurnee Municipal Code regulates Peddlers and Solicitors seeking to conduct business within the Village of Gurnee. The purpose for the regulations is to help protect the health and safety of the citizens of the village and to prevent unscrupulous activities.

Commercial solicitations is defined as the sale of, or seeking to obtain, orders for the purchase of goods, wares, merchandise, food stuffs or services of any kind, character, or description for any kind of consideration whatsoever, the sale of or seeking to obtain subscriptions to books, magazines, periodicals, newspapers or any other type of publication, or the gathering of information used to supplement publications, newspapers, books, or periodicals that will be offered for sale.

Section 50-59(c)(5) of the Code specifically requires that "No solicitation permit ... shall be issued to any person who has been convicted of the commission of a felony ... or misconduct which constitutes a Class A misdemeanor ... within five years of the date of the permit application." Verification that a criminal history conviction check was completed will be required of every permit applicant and it must be filed during the license application process (see reverse side of this form).

Solicitors must also meet other requirements set forth in Chapter 50 of the Gurnee Municipal Code, including but not limited to:

- Prominently display permit on the outermost clothing when soliciting in the Village.
- Obey all "No Solicitors Invited," "No Trespassing," or similar notices posted on any premises.
- Do not engage in soliciting before 9:00 a.m. or after 9:00 p.m., at any time on Sunday or on a state or national holiday.
- Do not solicit, peddle, or hawk on any highway or street within the Village of Gurnee.

COMMERCIAL SOLICITORS INSTRUCTIONS

1. Complete the Application For Commercial Solicitation Permit form in its entirety.
2. Attach the permit fee:
 - Permit fee = \$10.00 (good only for 30 days)
 - Permit renewal fee = \$5.00 (good only for 30 days)
3. Provide two (2) current colored passport sized photographs (2" x 2") of yourself (*head photos only, with no hats or sun glasses*).
4. Provide a photo copy of your driver's license.
5. Provide proof of a Criminal History Conviction check (including receipt with a Tracking Control Number—T.C.N.).
6. Provide proof of employment (a letter stating what company you work for or other documentation).
7. Provide a copy of any flyer or advertising material (if any).

The fine for soliciting in violation of the Gurnee Municipal Code is \$100.00 per violation, per day.

CRIMINAL HISTORY CONVICTION INFORMATION SHEET

Chapter 50 of the Gurnee Municipal Code regulates the Peddlers and Solicitors within the Village of Gurnee. The purpose for the regulations is to help protect the health and safety of the citizens of the village and to prevent unscrupulous activities.

Section 50-59(c)(5) of the Code specifically requires that "No solicitation permit ... shall be issued to any person who has been convicted of the commission of a felony ... or misconduct which constitutes a Class A misdemeanor ... within five years of the date of the permit application." Verification that a criminal history conviction check will be required of every permit applicant and it must be filed during the license application process.

Criminal history conviction information can be obtained under the Uniform Conviction Information Act (UCIA) directly through the Illinois State Police, Bureau of Identification or through private agencies that specialize in background checks. Below are several options for your consideration.

Private Agencies

The Illinois State Police reports that the following Lake County companies have been licensed by or have applied for licensure to the Illinois Department of Professional Regulation as fingerprinting service providers (<https://www.idfpr.com/LicenseLookup/fingerprintlist.asp>). The following list of local providers is being shared for information purposes only. Please contact the vendor directly to obtain any information regarding the products and services they provide.

Accurate Biometrics
1117 S Milwaukee Ave
Suite B13
Libertyville, IL 60048
(866)361-9944
<https://accuratebiometrics.com>

All results should be sent directly to:
Gurnee Police Department, 100 N. O'Plaine Road, Gurnee, IL 60031



VILLAGE OF GURNEE

APPLICATION FOR COMMERCIAL SOLICITATION PERMIT



TYPE OF APPLICATION:	☐ NEW APPLICATION	☐ RENEWAL APPLICATION	DATE FILED:
----------------------	--	--	-------------

Applicant's Full Name

Applicant's Telephone Number

Applicant's E-mail Address

Applicant's Home Address (City, State, Zip)

HOW LONG AT THIS ADDRESS: _____

IF LESS THAN 3 YEARS AT THE ABOVE ADDRESS, LIST YOUR PREVIOUS ADDRESS:

Applicant's Previous Home Address (City, State, Zip)

AGE: _____ DATE OF BIRTH: _____ MALE: _____ FEMALE: _____

HEIGHT: _____ ft. _____ ins. WEIGHT: _____ lbs. HAIR: _____ EYES: _____

LICENSE NUMBER AND DESCRIPTION OF ALL VEHICLES USED DURING SOLICITATION:

Employed By or Representing (*List person, company or entity*)

Length of Employment or Service

Name of Applicant's Supervisor

Employer's Full Address (City, State, Zip)

Employer's Telephone

TYPE/DESCRIPTION OF SUBJECT MATTER BEING SOLICITED FOR:

STARTING & TERMINATION DATES FOR PERMIT: FROM: _____ TO: _____

(Not to exceed 30 days)

HAVE YOU EVER APPLIED FOR A PERMIT IN GURNEE?

☐ YES

☐ NO

HAS ANY PERMIT ISSUED TO YOU BY GURNEE EVER BEEN CANCELLED OR REVOKED?

☐ YES

☐ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR CLASS "A" MISDEMEANOR WITHIN THE LAST 5 YEARS?

☐ YES

☐ NO

I HAVE READ AND UNDERSTAND THE PROVSIONS OF THE SOLICITATION ORDINANCE OF THE VILLAGE OF GURNEE. I AFFIRM THE ABOVE INFORMATION TO BE TRUE AND CORRECT.

Applicant's Signature

FOR OFFICE USE ONLY

DATE RECEIVED:	
APPLICATION FULLY COMPLETED:	☐ YES ☐ NO
PERMIT FEE ATTACHED:	☐ \$10.00 PERMIT FEE ☐ \$5.00 PERMIT RENEWAL FEE
PASSPORT PHOTOS (2)	☐ YES ☐ NO
COPY OF DRIVER'S LICENSE:	☐ YES ☐ NO
CRIMINAL HIST. CONVICTION CHECK: (FINGERPRINTS)	☐ YES (Provided receipt with T.C.N.) ☐ NO
COPY OF FLYER OR ADVERTISING:	☐ YES ☐ NO
LETTER OF EMPLOYMENT:	☐ YES ☐ NO
APPLICATION REVIEWED BY:	
LOCAL CHECK COMPLETED BY:	☐ YES - LOCAL ATTACHED ☐ NO RECORDS FOUND
B OF I FINGERPRINTS RECEIVED & DATE:	☐ YES ☐ NO DATE RECEIVED:
DATE GIVEN TO ADMIN & CLERK	<u>DATE:</u> <u>CLERK:</u>

FOR ADMINISTRATION USE ONLY

APPLICATION APPROVED:	☐ YES ☐ NO
APPLICATION DENIED:	☐ REASON FOR DENIAL: _____ _____ _____
DATE APPLICANT NOTIFIED:	
PERMIT NUMBER:	
PERMIT START DATE:	
PERMIT EXPIRE DATE:	



phone 773-685-5699

fax 773-685-5433

Web Site: www.accuratebiometrics.com

Gurnee Police Department

UCIA

Please check the website listed above for available dates/times for fingerprinting

PLEASE PROVIDE THE FOLLOWING INFORMATION (PLEASE PRINT CLEARLY)

Last name:

First name:

Middle Initial:

Daytime Phone:

Date of Birth:

Sex: (circle one) Male Female

(circle one)

Race: White Black Hispanic Asian American Indian/Alaskan Other

REQUESTOR INFORMATION

Name: Police Records Agency Name: Gurnee Police Dept

Street Address: 100 N OPlaine Rd

City: Gurnee State: IL Zip Code: 60031

I, the undersigned, authorize Accurate Biometrics to capture and transmit my fingerprints and above-noted demographic data to the Illinois State Police. I understand that the Illinois State Police will return the results of the fingerprint search to the Requestor listed above.

Signature _____ Date _____

(Do Not Write Below This Line—For Office Use Only)

F.P. Tech: _____ TCN: _____

Date Fingerprinted: _____