



CITY OF EAGLE

660 E. Civic Ln. Eagle ID 83616

(208) 939-6813

VENDORS, PEDDLERS, SOLICITORS & TEMPORARY MERCHANT APPLICATION

Date: _____

Business Name, Address and Main Contact Person Name and Phone Number: _____

List all business representatives that will be soliciting in the City of Eagle [note: One application is required per business. Each business representative need only complete the consent to background check form]: _____

Description of the nature of the business (products or services to be sold): _____

If employed, the name and address of employer, along with credentials establishing the relationship between the employer and the applicant: _____

Length of time (dates) the right to do business is desired (not to exceed 6 months per ECC): _____

The proposed method of operation, if a motor vehicle is to be used, please provide a description, together with a license number or other means of identification: _____

Has a permit or license issued to the applicant been revoked in the last 5 years? If so, state the reason for revocation and when the event occurred: _____

Idaho Sales Tax Number: _____

Select the Property Zoning:)

Commercial

Residential

Written Planning & Zoning Department authorization required, excluding door to door solicitor . If the purposed location is not owned by the applicant, written permission the owner must be submitted with this application. _____

Indicate the type of vendor activity you are proposing: Planning and Zoning Approval is required for certain types of vendors – see Eagle City Code 3-4-11

Mobile Food Concession

Non-Mobile Food Concessions

Special Event

Solicitor (door to door sales).

Vendor Cart

Vendor Stand



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Identify the location where the goods or services are proposed to be sold (i.e. surface streets, door to door sales, physical address etc.). _____

Bond requirement:

- Every applicant plying his trade as an individual, shall file with the City Clerk a surety bond, cashier's check or a letter of credit from a bank in the amount of one thousand dollars (\$1,000.00) running to the City. (Eagle City Code 3-4-9A)
- Every business firm, company or corporation, employees or agents acting in the capacity of vendor, solicitor, canvasser or temporary merchant, shall file with the City Clerk a surety bond covering all such employees or agents and running to the City, or a cashier's check in the amount of one thousand dollars (\$1,000.00) per employee to a maximum of five thousand dollars (\$5,000.00). The surety bond must be one issued by an agent upon which service of process may be made in the State of Idaho. (Eagle City Code 3-4-9B)
- After expiration of a license, the City Clerk shall, upon application of the licensee, return the bond or cashier's check sixty (60) days after receipt of application or return, unless the Clerk has been notified of the pendency of any claim or cause of action by any person upon the bond or cashier's check. (Eagle City Code 3-4-9D)

Signature of Applicant _____ Date _____.

SUBMITAL CHECK LIST: *Incomplete applications will not be accepted.*

- Applicant has submitted Background Check authorization form(s), for all employees.
- Surety or Bond.
- If the applicant proposes to peddle any food product for human consumption, a copy Central Health District certificate shall be provided.
- Affidavit of legal interest "Property Owner Permission" (Non-mobile vendors only)
- Written authorization from Planning & Zoning Department **prior** to submittal. Required if proposed location is proposed on commercially zoned property; as well as mobile or non-mobile vendors.
- Provide a detailed overall site plan showing signage placement. . *See Portable "on premises" Signage Regulations sheet attached.*

Mobile and Non-Mobile vendors shall comply with Eagle City Code 3-4-11 (F)

Fees:

License Fee: \$35.00 semi-annually

Investigation fee: \$25.00 (Idaho resident)

\$50.00 (non-resident fee)



CITY OF EAGLE CONSENT TO BACKGROUND CHECK

I, _____ (print name – first, middle & last), also known as _____ (include maiden/prior married name) understand it is the policy of the Eagle City to conduct a Background Check of vendor/solicitor applicants and that one of the requirements for consideration of a permit is the satisfactory passing of a background check. I have carefully reviewed this Consent to Background Check and Release Form, and I hereby consent to such background checks and information verifications, including those performed by any consumer reporting agency at Eagle City's request

Reports prepared by a consumer reporting agency based on its background checks and information verifications may constitute consumer or investigative consumer reports as defined in the Fair Credit Reporting Act ("FCRA"). Such reports may include federal, state or local criminal history records or information pertaining to me, as well as other information concerning my education, qualifications, work experience, character, general reputation, personal characteristics and/or mode of living. I hereby authorize any consumer reporting agency to release and disclose, verbally and in writing, these reports and this information to authorized representatives of Eagle City within the terms of this Consent and Release.

For the purpose of being considered for a vendor's/solicitor's permit, I hereby authorize the City of Eagle, Idaho to receive any and all information concerning myself contained within the files of the Bureau of Criminal Identification and agree to a Background Check being conducted by the either the Idaho State Police, Bureau of Criminal Identification or Choice Point Services Inc./ Choice Point National Criminal database. I agree to provide my Social Security Number for purposes of this Background Check: _____(Social Security Number).

I further hereby authorize all persons and entities, including, without limitation, educational institutions, my current and former employers, government agencies and police departments, to disclose and provide all relevant records and information requested by a consumer reporting agency or Eagle City as part of any background check and/or information verification obtained for permit related purposes pursuant to this Consent and Release, and I hereby forever release and discharge (1) Eagle City, (2) any consumer reporting agency that performs background check and/or information verification at Eagle City's request pursuant to this Consent and Release, and (3) any person or entity including, without limitation, any educational institution, my current and former employers, any government agency or police department that discloses or provides records or information requested by Eagle City or any consumer reporting agency as part of a background check and/or information verification obtained pursuant to the Consent and Release (collectively, the "Releases"), as well as all of the Releases' trustees, directors, officers, employees and representatives, from any claims, suits, damages, losses, liabilities, costs or expenses arising as the result of or in any way related to their participation in the performance of any background check, information verification, and/or other action taken pursuant to this Consent and Release, to the fullest extent permitted by law.

Have you been convicted of a violation of any federal, state or municipal law? If so, state the nature of the offense, date, penalty and what State the offense occurred. Have you been convicted of a violation of federal, state or municipal law? _____



CITY OF EAGLE CONSENT TO BACKGROUND CHECK

I hereby certify that the information I have provided herein is true and complete to the best of my knowledge. I understand that if any such information is materially false or incomplete, it will be sufficient cause for my denial of requested vendors/solicitors permit.

I agree that this Consent and Release, in original, faxed, photocopied or electronic form, will be valid for any background checks, information verifications, reports or other purposes.

I, the undersigned, understand that passing the Background Check will not necessarily guarantee that a vendors/solicitors permit will be issued by the Eagle City. At this time I consent to the Background Check.

Name as it appears on driver's license: _____

Date of Birth: _____

Driver's license # and state of issuance: _____

Other names I have used, including maiden name: _____

Address (must have resided for at least 6 mos.): _____

Printed name of applicant: _____ Date: _____

Signature of applicant: _____

Signature of Parent/Legal Guardian – required only if applicant is a minor:

_____ Date: _____

Signature

Relationship to applicant



CITY OF EAGLE PORTABLE ON PREMISES SIGNAGE REGULATIONS

SIGNAGE CHECKLIST: Please make sure your proposed site plan addresses each of these items.



____ One (1) portable on premises advertising sign shall be permitted per business.

Portable Sign Dimension

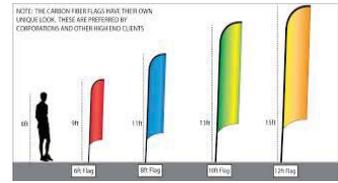
- Portable on premises advertising signs, except for feather flag signs, shall be
 - ____ Maximum of sixteen (16) square feet along roadways with three (3) or less travel lanes with a speed limit of twenty five (25) miles per hour.
 - ____ Twenty four (24) square feet along roadways with more than three (3) travel lanes or along roadways with a speed limit of over twenty five (25) miles per hour

OR

Feather Flag

____ One (1) portable on premises feather flag shall be permitted per business.

- Maximum height shall be fourteen feet (14') and maximum width shall be four feet (4').



Except that, if the business abuts more than one street it shall be permitted one portable on premises advertising sign per street that it abuts as long as the signs are a minimum of fifty feet (50') apart.

____ Provide a detailed overall site plan showing signage placement.

____ Portable on premises advertising signs shall only be permitted on the parcel where the business is located, or on the adjacent sidewalk, and shall not be permitted on any other parcel.

Portable on premises advertising signs on a public sidewalk abutting the business's parcel may be permitted if a minimum of five feet (5') of unobstructed walkway, or ADA required minimum, remains for pedestrians. The sign shall be located so as to not interfere with the flow of pedestrians.

Banner signs placed within landscaped areas, or otherwise placed on posts inserted into the ground are prohibited.

The sign, copy, and materials shall be maintained and kept in good condition and repair to guard against decay, unsafe, and poorly maintained signs.

OVERALL SITE PLAN - *example*

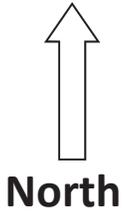
INSTRUCTION FOR YOUR SITE PLAN:

1. Draw out an overall site plan showing where Building, Tents, Trailers, Parking and Etc. will be located.
2. Upon completion of site plan draw out the location of each sign with type (Banner, "A" frame, Feather Flag) and dimensions. Please, include any off premises signage.
3. Attached a copy of site plan with application.

Not to Scale

ABCD Road

4x2 "A" Frame Portable Sign



1234
Drive

Tent / Office

Banner Sign (6x2) on the
Tent/Building.

Entrance

4x2 A Frame Portable Sign



RV

Business Name

Address, Number

EXAMPLE