



# SOLICITOR LICENSE APPLICATION

Community Development Department  
5051 S 1900 W, Roy, UT 84067  
801-774-1040  
[CED@royutah.org](mailto:CED@royutah.org)

### OFFICE USE ONLY

Amount Due: **\$50.00**

Payment Date: \_\_\_\_\_

Receipt#: \_\_\_\_\_

License # \_\_\_\_\_

License Officer \_\_\_\_\_

Date of Application \_\_\_\_\_

### **BUSINESS INFORMATION** (Responsible Entity being Solicited for)

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_ Owner Phone: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Owner Email: \_\_\_\_\_

Business Manager Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business State Sales Tax #: \_\_\_\_\_ DBA Registration #: \_\_\_\_\_

### **APPLICANT INFORMATION**

Applicant's Full Legal Name (First, middle, last): \_\_\_\_\_

All former Names/Aliases Used by Applicant in last 10 years: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver License #: \_\_\_\_\_ State: \_\_\_\_\_ Other ID #: \_\_\_\_\_

Home Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Applicant's Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### **MARKETING INFORMATION**

Describe in Detail the Goods and/or Services Offered: \_\_\_\_\_

### **ITEMS REQUIRED TO BE SUBMITTED WITH APPLICATION, IN PERSON**

- Utah Criminal History Record Performed by Utah BCI [bcu.utah.gov](http://bcu.utah.gov) or applicant's home state if not a Utah resident.
- Proof of Identification (one of the following): Valid State-issued Driver License or Identification card, Valid Passport, Valid U.S.A. Military Identification Card
- Recent Photo of Applicant – Portrait/passport style. (Jpg photo may be emailed to [CED@royutah.org](mailto:CED@royutah.org))

### **QUALIFYING STATUS QUESTIONS**

Affirm or deny each statement. Any affirmation response in this section renders the applicant disqualified from certification.

1. I have been criminally convicted of:
  - a.  Yes  No Felony homicide
  - b.  Yes  No Physically abusing, sexually abusing, or exploiting a minor
  - c.  Yes  No The sale or distribution of controlled substances
  - d.  Yes  No Sexual assault of any kind

2. I have criminal charges currently pending for:
  - a.  Yes  No Felony homicide
  - b.  Yes  No Physically abusing, sexually abusing, or exploiting a minor
  - c.  Yes  No The sale or distribution of controlled substances
  - d.  Yes  No Sexual assault of any kind
3.  Yes  No I have had a criminal conviction within the last ten (10) years.
4.  Yes  No I have been incarcerated in a federal or state prison within the past five (5) years.
5. I have been criminally convicted of a misdemeanor within the past five (5) years involving a crime of:
  - a.  Yes  No Moral turpitude
  - b.  Yes  No Violent or aggravated conduct involving persons or property
6. I have had a final civil judgement entered against me within the last five (5) years indicating that:
  - a.  Yes  No I have either engaged in fraud, or intentional misrepresentation
  - b.  Yes  No a debt of the applicant was non-dischargeable in bankruptcy.
7.  Yes  No I am currently on parole or probation to any court, penal institution, or governmental entity, including being under house arrest or subject to a tracking device.
8.  Yes  No I have an outstanding arrest warrant from any jurisdiction
9.  Yes  No I am currently subject to a protective order based on physical or sexual abuse.
10.  Yes  No I have had two (2) or more convictions of, or any combination of the following: Trespass, trespassory voyeurism, any property crimes, or any violation of Roy City Municipal Code.

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### **WRITTEN DISCLOSURES**

By reading and checking each compliance statement below you agree to comply with the Roy City Ordinance, governing Solicitors.

- The applicant's submission of the application authorizes the City to verify information submitted with the completed application including:
  - a. The applicant's address
  - b. The applicant's and/or responsible person or entity's state tax identification and special use tax numbers, if any
  - c. The validity of the applicant's proof of identity
- The City may consult any publicly available sources for information on the applicant, including but not limited to, databases for any outstanding warrants, protective orders, or civil judgements.
- Establishing proof of identity is required before registration is allowed.
- To the extent permitted by state and/or federal law, the applicant's BCI background check shall remain a confidential, protected, private record not available for public inspection.
- The City will maintain copies of the applicant's application form, proof of identity, and identification badge. These copies will become public records, available for inspection, on demand at the City offices whether or not a certificate is denied, granted, or renewed.
- A Certificate shall be valid for one (1) year from the date of issuance.

