

TOWNSHIP OF UPPER

2100 TUCKAHOE ROAD

PO BOX 205

TUCKAHOE, NJ 08250

609-628-2011 ext. 200

CHECKLIST FOR REGISTRATION AND LICENSE TO HAWK, VEND, PEDDLE, OR SOLICIT

Every employer of any person who proposes to hawk, vend, peddle, or solicit merchandise or services in the Township of Upper, whether self-employed or employing others, must first register with the Township Clerk. The registration shall contain the following:

- 1) ____ Completed Registration form signed by a duly authorized officer of the business entity.
- 2) ____ A list of the full names, residence addresses, and dates and places of birth of each major officer and each person owning or having an interest, either legal or equitable, aggregating in value 10% or more of total capital of the business entity.
- 3) ____ Certificate of Good Standing; or Certificate of Authority to do business in New Jersey.
- 4) ____ Proof of insurance coverage with limits of not less than \$2,000,000 combined single limit. Said insurance shall name the Township as an additional insured and shall include the following wording: "Township of Upper, including all elected and appointed officials, all employees and volunteers, all boards and commissions and/or authorities, and their board members".

In addition to the Registration of Employers, each person who proposes to hawk, vend, peddle, or solicit merchandise or services in the Township of Upper must complete and submit a Vendor License application along with the following:

- 1) ____ Criminal History Background Check from the New Jersey State Police for each person applying for a Vendor License – **OR** – a certification from the applicant's employer that the employer has reviewed the applicant's clear criminal history background check conducted within the last 12 months, and a copy of said background check.
- 2) ____ Two personal photographs meeting the requirements for a U.S. passport photograph.
- 3) ____ Fee(s) as required, paid by cash or check made payable to the Township of Upper.

Registration Fee - \$150.00

Vendor License Fee - \$ 50.00 each Vendor

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VENDOR REGISTRATION

Part 1:

Name of Business Entity: _____

Business Entity Address: _____

Telephone: _____ Email: _____

Part 2: Check the box that represents the type of business entity.

- ☐ Sole Proprietorship (skip Part 3, execute certification in Part 4)
- ☐ Non-Profit Corporation (skip Part 3, execute certification in Part 4)
- ☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part 3: Please list the full names, residence addresses, and dates and places of birth of each major officer and each person owning or having an interest, either legal or equitable, aggregating in value 10% or more of total capital of the business entity.

Name of Individual	Home Address	Date of Birth	Place of Birth

(Please attach additional sheets if more space is needed)

Part 4: Certification

In witness hereof, I hereby certify that that I am a duly authorized officer of _____
(Name of Business Entity)

and that the foregoing information and any attachments thereto to the best of my knowledge are true and complete.

Signature: _____

Witness: _____

Name:

Title:

Date:

(Seal)

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VENDOR LICENSE APPLICATION

APPLICANT INFORMATION

Name of Applicant: _____

Address: _____
(Street) (City) (State) (ZIP)

Telephone: _____ Email: _____

Date of Birth: _____ Age: _____ DL#: _____

Name and Address of Registered Employer:

(Business/Organization Name)

(Street) (City) (State) (ZIP)

Have you ever been convicted of a crime (e.g. misdemeanor)? ☐ Yes ☐ No

If "Yes" to the answer above, please provide information regarding the nature of the offense and penalty:

BUSINESS PRODUCT INFORMATION

Brief description of the goods, wares, products, items, articles, or services to be offered for sale: _____

Do you intend on selling any type of food or beverage products? _____ Yes _____ No

If "Yes" to the answer above, please provide written approval from the cape May County Health Department.

Describe the method of distribution you intend on using: _____

If vehicle is to be used, please describe:

Year: _____ Make: _____ Model: _____ Color: _____ Plate Number: _____

Locations within the Township where applicant intends to hawk, vend, peddle or solicit: _____

RULES AND REGULATIONS

1. No person shall be allowed to stand or remain in any one place for the purpose of vending merchandise for a period longer than 15 minutes except where such licensed person does so upon the property of another with the express consent of any owner, representative or agent of an owner, or occupant of such property.
2. No person shall vend any merchandise on Sundays or federal or New Jersey state holidays.
3. Vending of merchandise on any public beach, public park, public way, public parking lot, or any public place shall be prohibited unless it has been specifically authorized by the Township Committee or its designee. Vending on public streets shall only be permitted on such streets and at such times as designated by resolution of the Township Committee.
4. No person shall enter upon the property of another to vend merchandise if the property displays a sign stating, "No Soliciting", "No Solicitors", "No Trespassing", "No Knock", or any other prohibition of similar intent.
5. Any vendor shall immediately vacate any property of another upon receiving a request by any owner, representative or agent of an owner, or occupant of such property to vacate the premises, and shall not enter upon such property again for a period of at least 30 days for the purpose of vending merchandise.
6. No person may enter onto the property of another to vend merchandise before 9:00 a.m. or after 5:00 p.m.
7. No person shall use a vendor license issued to another person and no vendor licensee shall permit such license to be used by another person.
8. Vendors shall not drink alcoholic beverages, use drugs, or be under the influence of drugs or alcohol when vending merchandise.
9. Vendors shall not harass the public.

I, the undersigned, hereby certify that the statements contained in this application are true and accurate and I understand that if any statement is false, I am subject to civil and criminal penalties. I further agree to abide by Chapter 4, Section 5 of the Code of Upper Township, and all Rules and Regulations established by the Township of Upper with regard to hawking, vending, peddling, or soliciting merchandise or services in the Township of Upper. I understand that violations shall be subject to the immediate forfeiture of the Vendor License without refund, and I shall be ineligible to receive a new license for a period of one year.

Print Name

Signature

Date

For Township Use Only

Date Filed: _____	Registration Fee: _____	License Fee: _____
Registered Employer: _____	Registration No: _____	
License No: _____	Date Issued: _____	Expiration Date: _____