



2 LAGOON DRIVE  
HAWTHORN WOODS, ILLINOIS 60047  
Office: (847) 540-5222  
Fax: (847) 540-5221

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## COMMERCIAL SOLICITATION PERMIT APPLICATION

Application Date: \_\_\_\_\_

### Personal Data:

Name \_\_\_\_\_  
(Last) (First) (Middle)

Home Address \_\_\_\_\_  
\_\_\_\_\_

Time at this address: \_\_\_\_\_.

If Less Than 3 Years, Past Address \_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_ Driver's License # \_\_\_\_\_

Vehicle to be Used: Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Plate # \_\_\_\_\_

### Company Representing in Solicitation:

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Length of Time of Employment with this Company: \_\_\_\_\_

Description of Subject Matter Soliciting or Purpose \_\_\_\_\_  
\_\_\_\_\_

**Information:**

Starting date and termination date of solicitation: \_\_\_\_\_  
(Maximum time period shall not exceed 90 days)

Have you ever been issued a Solicitation Permit in the Past? Yes No

If Yes, list municipality permit was issued and year \_\_\_\_\_

If Yes, was it ever revoked and if so, why? Yes No \_\_\_\_\_

Have you ever been convicted of any felony offense in the last 5 years? Yes No

Have you ever been convicted of a Class A Misdemeanor in Illinois in the past 5 years? Yes No

Have you ever been convicted of a violation of the Village of Hawthorn Woods's Solicitation Ordinance? Yes No

*I have read and understand the provisions of the Solicitation Ordinance of the Village of Hawthorn Woods. I affirm under oath to the above information to be true and correct.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*Any additional associates are required to fill out an application form. Soliciting may only be conducted between the hours of 9:00 a.m. to 8:00 p.m. Monday through Saturday. No solicitation is allowed on Sundays or state or national holidays. The fee to solicit is \$60 per person for 90 consecutive days. Every resident has the right to display a "No Solicitors," or "No Solicitors Invited" notice at their door or other language that would indicate solicitors are not to enter or engage in solicitation on the premises. It is the duty of every solicitor to first examine the notice, if any is displayed, and, if such notice is displayed, shall immediately and peacefully depart the premises. For more information, please refer to Title 3, Chapter 3-4B, Solicitors, of the Village of Hawthorn Woods Municipal Code. (Ordinance No. 2103-21)*

*A headshot photo shall be submitted with the application; however, an electronic jpeg is preferred. Please email to Donna Lobaito at dlobaito@vhw.org.*

*If a credit card is used for payment, a 2.95% convenience fee (minimum charge \$2.95) will be added to the transaction.*

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**For Office Use Only**

Date application received: \_\_\_\_\_

Dates for soliciting: \_\_\_\_\_

Application fee: \_\_\_\_\_

Date application fee paid: \_\_\_\_\_

Date Application Sent to Chief of Police: \_\_\_\_\_

Application Approved or Denied: \_\_\_\_\_

If Denied, Reason for Denial: \_\_\_\_\_

Signature of Village Clerk or Designee: \_\_\_\_\_ Date: \_\_\_\_\_