



Application for Charitable Solicitation License

CASH OR CHECK ONLY!

*"meeting community needs
.....enhancing quality of life"*

**License period is 90
days from issue date**

FEES ARE NON-REFUNDABLE

Charitable Solicitation Date Recv'd ____/____/____
(CLLCHR) \$10.00 Receipt #: _____

SECTION 1 – BUSINESS INFORMATION – Answer all questions completely. Please PRINT clearly			
Name of Corporation/ Individual			
Corporation/ Individual Address		City	State Zip
Corporation/ Individual Telephone Number		<i>This permit shall be good for 90 days from the date of application, unless extended by the City Clerk – Municipal Code Section 9-645</i>	
DATES WHEN SOLICITATION WILL BE MADE:			
FROM: _____/_____/_____		THROUGH: _____/_____/_____	
SECTION 2 – LOCAL CONTACT INFORMATION			
Name of Local Contact Person			
Home Address		City	State Zip
Contact Telephone Number	Contact Email Address		Date of Birth
SECTION 3 – PRODUCT INFORMATION			
Describe Merchandise/Product/Services to be solicited: (Please be specific)			
How will solicitation be made? (Door-to-door, telephone, printed communication, etc.)			
SECTION 3 – PENALTY NOTICE			
The undersigned request that a license be granted in accordance with Section 134.65 of the Wisconsin State Statutes and Section 9-30(3) of the Municipal Code of the City of Appleton.			
Signature of Applicant: _____			
FOR OFFICE USE ONLY			
Date Issued _____/_____/_____	Expiration Date _____/_____/_____	License Number	

CHARITABLE SOLICITATION LICENSE INFORMATION

- Charitable Solicitation Licenses are required when individuals directly or indirectly contact the public with the intention to request anything of value for a charitable, religious, philanthropic, educational, or civic purpose. See City of Appleton Municipal code Sec. 9-641. for more information and definitions.
- Charitable solicitation licenses are valid for 90 days from issue date.
- To apply for a Charitable Solicitation License, file your completed, signed application form with the City Clerk's office. Charitable Solicitation Licenses are issued on the same day applications are received.
- A single Charitable Solicitation License is needed to cover the entire organization
 - The organization may make copies for additional solicitors to carry.
- License fees are non-refundable and are to be paid at the time of filing the application form and are as follows:
 - Charitable Solicitation Permit fee - \$10.00.

ADDITIONAL QUESTIONS?

Please contact the Office of the City Clerk at (920) - 832 - 6443

