

**CITY OF MONMOUTH
100 EAST BROADWAY
MONMOUTH, ILLINOIS 61462
(309) 734-2141**

**PEDDLERS, TRANSIENT MERCHANTS, ITINERANT VENDORS, SOLICITORS
LICENSE APPLICATION**

APPLICANT NAME: _____

HOME ADDRESS: _____

HOME PHONE NUMBER: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE NUMBER: _____

It shall be unlawful for any person, either as principal or agent, to conduct business as a transient merchant, itinerant vendor or peddler without first having secured a license therefor.

Applications for a license shall be filed with the City Clerk's office and shall include the following:

- (A) Applicant's name;
- (B) Permanent business address (which must include a street address);
- (C) Residence address of the principal (and, if the applicant is a corporation, the residence addresses of its officers);
- (D) The location at which the applicant intends to do business;
- (E) The nature of the business the applicant intends to conduct;
- (F) A copy of the applicant's certificate of registration under the Retailers' Occupation Tax Act;
- (G) A complete inventory of goods the applicant intends to offer for sale; and
- (H) A list of all licenses to conduct business as a transient merchant, itinerant vendor and/or peddler, or solicitor obtained by the applicant in the state the 12 months preceding the date of the filing of the application.

The fee for a license shall be \$50 for a daily license, \$250 for an annual license, and \$25 for a daily, non-profit license. An annual license issued shall expire on December 31 of the year it was issued.

Total Amount Paid: _____

Sales Tax ID Number: _____ **Non-profit documentation:** _____

Signature of Applicant

Date

RETURN TO CITY HALL WITH LICENSE FEE AND OTHER REQUIRED DOCUMENTS