



Solicitor Permit Regulations

In order to obtain a Solicitor Permit, the following information needs to be turned in:

- Application for Certificate of Registration for Residential Soliciting
- Two photographs of the applicant of appropriate size (approximately two inches by two inches)
- A copy of Driver License
- Fee for the application (\$25.00)
- Tax identification number of employer or social security card number
- Ohio WebCheck fingerprinting (form enclosed with packet)

The permit application and attachments must be turned in no less than five nor more than fifteen days prior to the commencement of the canvassing, solicitation, or peddling. A separate application must be filled out for each individual that will be canvassing, soliciting or peddling. If the application is approved, a certificate of registration/solicitor's permit will be issued. The permit is good for a period of six months.

Any person canvassing, soliciting, or peddling for purposes set forth in Section 731.01 of the Codified Ordinances shall do so only between the hours of 10:00 a.m. and 7:00 p.m. Monday through Sunday, with the exception that none of these activities shall be permitted at any time on any State or National Holiday.

For more information regarding regulations for residential canvassing, soliciting and peddling see Chapter 731 of the Village of Whitehouse Codified Ordinances, which is available for viewing at Village offices or on our website at www.whitehouseoh.gov



REQUEST FOR NATIONAL WEBCHECK® SERVICES

Date: _____

To: National Webcheck® Services Company

From: Mark E. McDonough
Chief of Police

Subject: Request for National Webcheck® Services-Solicitor's Permit Request

Name of Applicant: _____
(Print Name)

Applicant SSN: _____

Applicant Date of Birth: _____

Applicant's Company Name: _____

Each applicant shall be required to have a fingerprint analysis by the Ohio Bureau of Criminal Identification (BCI) AND the Federal Bureau of Investigation (FBI). Each applicant will arrange for fingerprint analysis at any of the available web check locations listed on the Ohio Attorney General's website (www.ohioattorneygeneral.gov; under "Services" click on "Webcheck Locations").

Webcheck® Services Company: The above-named individual is applying for a Solicitor's Permit with the Village of Whitehouse, Ohio. The applicant is required to submit electronic fingerprints to both FBI and BCII as part of the background investigation process. The applicant is responsible for any applicable fees for this service. Please submit all completed reports to: Whitehouse Police Department, Attn: Chief of Police, 6925 Providence St., P.O. Box 2476, Whitehouse, OH 43571. If you have any questions, please contact me at your earliest convenience.

Thank you for your assistance.

Mark E. McDonough

Chief Mark E. McDonough, CLEE
Whitehouse Police Department