

PEDDLERS, TRANSIENT MERCHANTS & SOLICITORS REQUIREMENTS

Licensing Fees:

Daily License:	\$50.00
Yearly License:	\$200.00
Each Additional Cart/Truck:	\$100.00

Requirements for Applications:

\$50.00 (non-refundable) is required with application—the remaining fee is due upon issuance of license(s).

1. A photocopy of a valid driver license for each person
2. NYS Tax ID Number (w/copy of Certificate of Authority) or Federal Tax ID Number (w/copy of EIN Certificate)
 - If tax exempt, a copy of the appropriate Exempt Organization Certificate
3. Proof of Workers Compensation & NYS Disability Insurance, or the CE-200 exemption form (www.wcb.state.ny.us or call (877) 632-4996 or (518) 462-8880)
4. General Liability Insurance for \$1 million per occurrence and a \$2 million general aggregate, **naming the City of Rome as an additional insured**
5. **If applicant is selling food**, a copy of their Health Department Permit

*****THE APPLICATION PROCESS CAN TAKE UP TO 2 WEEKS*****

SOLICITORS MUST BE AWARE THAT THE CITY OF ROME HAS A *DO NOT KNOCK REGISTRY*.
Solicitors are required to get an updated list weekly.

Sound Systems

Any peddler that has a vehicle or cart with a sound system attached, must license such sound system, prior to its use.

Permit fee (1 st truck/cart):	\$100.00
Each Additional truck/cart:	\$50.00