

Solicitor Permit Registration Application



- No fees are required for a solicitor permit.
- All items on the application are required.

REGISTRATION CHECKLIST:

To prevent delay, please ensure the following information is submitted.
Incomplete registration applications are not accepted and will be returned immediately.

- ☐ Solicitor Permit Registration Application
- ☐ Tennesen Warning & Ordinance Review
- ☐ Tax Identification Information
- ☐ Color Copy of Current Driver's License or Government-Issued Identification Card
- ☐ Copy of Literature, Flyers, or Pamphlets to be Distributed

REGISTRATION PROCESS:

- Return the complete application to the City Hall Staff.
- If additional information is required, the applicant will be contacted by the City.
- Once review is complete, solicitor permit registrations may be issued administratively.

Applicant Information

Applicant Name:		
Applicant Address:		
City:	State:	Zip Code:
Phone Number:		
Date of Birth:		
Do you have a valid driver's license? _____ Yes _____ No		
Driver's License Number: _____ State: _____ Expiration: _____		
<i>If no, provide:</i>		
ID Card Number: _____ State: _____ Expiration: _____		
Do you drive a vehicle in connection with this work? _____ Yes _____ No		
<i>If yes, provide:</i>		
Color: _____ Make: _____ Model: _____ Year: _____		
License Plate Number: _____ State: _____		

List the last three cities where the same permit has been issued:

1. _____
2. _____
3. _____

Have you ever been convicted of any felony, crime or violation of any ordinance other than a minor traffic offense?

_____ Yes _____ No

If yes, provide the time, place, offense and penalty imposed:

Business Information

Name:

Address:

City:

State:

Zip Code:

Phone Number:

Supervisor Contact Information

Name:

Phone Number:

Email Address:

Minnesota Government Data Practices Act Tennessee Warning

(Please initial)

The purpose and intended use of the requested data is to verify the applicant meets all state statute and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

The following data collected, created, or maintained is classified under the Minnesota Government Data Practices Act as Private data until license approval when the data becomes Public: (Minn. Stat. § 13.41, Subd. 4).

1. Data submitted by applicants (other than names and designated addresses).
2. Orders for hearings and findings of fact.
3. Conclusions of law and specification of the final disciplinary action contained in the record of the disciplinary action.
4. Entire record concerning the disciplinary proceeding.
5. License numbers and license status.

The following data collected, created, or maintained is classified as Private: (Minn. Stat. §13.41, Subd. 2).

1. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to the disclosure.
2. The nature or content of unsubstantiated complaints when the information is not maintained in anticipation of legal action.
3. Inactive investigative data relating to violations of statutes or rules.
4. The record of any disciplinary proceeding except as limited by Minn. Stat. §13.41, Subd. 4.

Under law, private data may be shared with licensing and inspection employees, approval authorities, insurance providers, law enforcement employees, and/or contracted inspection officials as required by court order; this may include City officials who have a bona fide need to review it. The City of Hastings may make any data classified as private or confidential accessible to an appropriate person or agency if the licensing agency determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

_____ I have read and understand the above information regarding my rights as a subject of government data.

Ordinance Review

(Please initial)

_____ I hereby acknowledge that I have read, understand, and agree to abide by the regulations set forth in the City's Ordinance associated with the license for which I am applying. Furthermore, I also understand that I must comply with the provisions of all applicable state and federal laws.



Minnesota Workers' Compensation

A valid workers' compensation policy must be kept in effect at all times by employers in accordance with statutory requirements.

- ☐ 1. I have a worker's compensation insurance policy.
Policy information must be listed on the submitted certificate of insurance.
- ☐ 2. I am not required to have workers' compensation insurance because:
- ☐ I only use independent contractors and do not have employees.
 - ☐ I do not use independent contractors and do not have employees.
 - ☐ I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Attach an explanation).
 - ☐ I only have employees who are not required to be covered by the workers' compensation law. (Attach an explanation) *See Minn. Stat. § 176.041 for a list of excluded employees.*

Department of Revenue Information

Pursuant to Minn. Stat. § 270C.72 Tax Clearance: Issuance of Licenses, the licensing authority is required to provide the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the social security number or individual taxpayer identification number of each license applicant (person signing the application).

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties, or interest;
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Service;
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information for licensing authority: City of Hastings

Minnesota Tax ID Number: _____ *If not available, please attach an explanation.*

Federal Tax ID Number: _____

The data you furnish on this application will be used by the City of Hastings in the issuance of your license. Disclosure of this information is voluntary. You are not legally required to provide this data; however, if you fail to do so, the City of Hastings may be unable to process this application. Disclosure of your Minnesota Business Tax ID Number and Social Security Number is required by Minnesota Statutes 270C.72, and your Minnesota Tax ID Number and/or Social Security Number may be requested by and released to the Minnesota Commissioner of Revenue. After submission, all information contained in this application except your Social Security Number will be public information pursuant to Minnesota Statutes, Chapter 13.

Applicant Signature

Date