

**CITY OF GLENWOOD, IOWA
APPLICATION FOR LICENSE**

Application Date: _____

PEDDLER, SOLICITOR, TRANSIENT MERCHANT

Full Name: _____ (Last, First M.I.) Phone Number: _____

Local Address: _____
Street City State Zip

Permanent Address: _____
Street City State Zip

Drivers License #: _____ State: _____ SSN#: _____ Date of Birth: _____

Bonded: Yes ___ No ___ State Issued: _____ IA Retail Sales Tax #: _____ Exempt (By which Authority): _____
(Attach Copy of Proof of Bond to this request.)

License Plate #: _____ (Year) _____ (Make) _____ (Model) _____ (Color) _____

Business Represented: _____ Ph: _____ Fax: _____

Contact Person/Title: _____

Address: _____
Street City State Zip

Email: _____

Describe the nature of the activity or business and goods/services offered: _____

Have You sold or solicited in IOWA previously? Yes ___ No ___ If Yes, please list the last three (3) Cities with dates:

(1) _____

(2) _____

(3) _____

Have you ever been convicted of a crime, misdemeanor, or violation of municipal ordinance: Yes ___ No ___

If Yes, please explain the nature of the offense, punishment, penalty, etc, including dates, below.

I hereby certify that the statements furnished above are true and correct. I authorize any representative of the City of Glenwood, Iowa to receive verification of these statements. Failure to supply statements or falsification of statements will result in this application being denied.

Signature of Applicant: _____ Date: _____

FOR OFFICIAL USE ONLY

Valid Photo I.D.: Yes ___ No ___ \$25.00 Application Fee Paid: Yes ___ No ___ Total License Fees Paid: \$ _____

License Time Requested: One Week ___ Six Months ___ One Year ___ Certificate of Insurance Attached: Yes ___ No ___

Receipt Date: _____ Receipt #: _____ Date Issued: _____ Date Expires: _____ Permit #: _____

Approval Signature: _____ Date: _____



STATE OF IOWA Criminal History Record Check Request Form



DCI Account Number: _____
(if applicable)

To: Iowa Division of Criminal Investigation
Support Operations Bureau, 1st Floor
215 E. 7th Street
Des Moines, Iowa 50319
(515) 725-6066
(515) 725-6080 Fax

From: _____

Phone: _____
Fax: _____

I am requesting an Iowa Criminal History Record Check on:

Last Name (mandatory)	First Name (mandatory)	Middle Name (recommended)
Date of Birth (mandatory)	Gender (mandatory)	Social Security Number (recommended)
	<input type="checkbox"/> Male <input type="checkbox"/> Female	

Waiver Information: Without a signed waiver from the subject of the request, a complete criminal history record may not be releasable, per Code of Iowa, Chapter 692.2. For complete criminal history record information, as allowed by law, always obtain a waiver signature from the subject of the request.

Waiver Release: I hereby give permission for the above requesting official to conduct an Iowa criminal history record check with the Division of Criminal Investigation (DCI). Any criminal history data concerning me that is maintained by the DCI may be released as allowed by law.

Waiver Signature: _____

<u>Iowa Criminal History Record Check Results</u>	(DCI use only)
As of _____, a search of the provided name and date of birth revealed:	
<input type="checkbox"/> No Iowa Criminal History Record found with DCI	
<input type="checkbox"/> Iowa Criminal History Record attached, DCI # _____	
DCI initials _____	

Waiver Information:

Iowa law does not require a waiver. However, without a signed waiver from the subject of the request any arrest over 18 months old, without a final disposition, cannot be released to a non-law enforcement agency.

Deferred judgments where DCI has received notice of successful completion of probation also cannot be released to non-law enforcement agencies without a signed waiver from the subject of the request.

If the "No Iowa Criminal History Record found with DCI" box is checked, it could mean that the information on file is not releasable per Iowa law without a waiver.

General Information:

The information requested is based on name and exact date of birth only. Without fingerprints, a positive identification cannot be assured. If a person disputes the accuracy of information maintained by the Department, they may challenge the information by writing to the address on the front of this form or personally appearing at DCI headquarters during normal business hours.

The records maintained by the Iowa Department of Public Safety are based upon reports from other criminal justice agencies and therefore, the Department cannot guarantee the completeness of the information provided.

The criminal history record check is of the Iowa Central Repository (DCI) only. The DCI files do not include other states' records, FBI records, or subjects convicted in federal court within Iowa.

In Iowa, a deferred judgment *is not* considered a conviction once the defendant has been discharged after successfully completing probation. However, it should be noted that a deferred judgment may still be considered as an offense when considering charges for certain specified multiple offense crimes, i.e. second offense OWI. If a disposition reflects that a deferred judgment was given, you may want to inquire of the individual his or her current status.

A deferred sentence *is* a conviction. The judge simply withholds implementing a sentence for a certain probationary period. If probation is successful, the sentence is not carried out.

Any questions in reference to Iowa criminal history records can be answered by writing to the address on the front of this form or calling (515) 725-6066 between 8:00 a.m. and 4:30 p.m., Monday - Friday.

REMINDER - (1) Send in a separate Request Form for each last name, (2) a fee is required for each last name submitted, (3) a completed Billing Form must be submitted with all request(s).

Iowa law requires employers to pay the fee for potential employees' record checks.

ORDINANCE 920

AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES OF THE CITY OF GLENWOOD, IOWA, BY AMENDING CHAPTER 122 REGARDING "PEDDLERS, SOLICITORS, AND TRANSIENT MERCHANTS"

Section 1. The Glenwood City Code is hereby amended by amending Sections 04 and 05 of Chapter 122 to read in full as follows:

122.04. APPLICATION FOR LICENSING:

- A. Filing: Application requests shall be filed with city hall. No application request shall be accepted for filing and processing unless it conforms to the requirements of this chapter. This would include a complete and true application, all of the required materials and information prescribed, and is accompanied by the required fees.
- B. Timely Submittal: Unless otherwise provided herein, applications must be submitted not less than seven (7) calendar days prior to the proposed start date of any peddling, solicitation or transient merchant sales or related activities. The city reserves the right to reject any applications that have not been timely submitted to the city.
- C. Application Contents: Application shall be made on a form provided by the city and shall include:
 - 1. Full name of the applicant.
 - 2. Applicant's contact information including mailing address, phone numbers and e-mail address.
 - 3. Applicant's employer, if any, and the employer's address, the nature of the business.
 - 4. Make, model, and year of vehicle to be used and the license plate number.
 - 5. The length of time sought to be covered by the license.

6. Certificate of liability insurance or surety bond through the Iowa Secretary of State.

- D. **Right to Appeal:** Any applicant whose application for license was disapproved may appeal to the City Council at its next regularly scheduled meeting by filing with the city clerk or the city clerk's designee a written request for an appeal to the City Council at least seven (7) days prior to the meeting. As a result of this appeal, the City Council may affirm, modify or reverse the decision of the clerk not to issue the license. If the application for license is denied, the applicant is not eligible for the issuance of a license under this chapter for a period of one year from the date of notification that the license application was disapproved, was served in person or deposited in U.S. mail.
- E. **Applications Deemed Withdrawn:** Any application received shall be deemed withdrawn if it has been held in abeyance, awaiting the submittal of additional requested information from the applicant, and if the applicant has not communicated in writing with the city and made reasonable progress within thirty (30) days from the last notification from the city to the applicant. The application fee is nonrefundable. Any application deemed withdrawn shall require submission of a new application and fees to begin a new review and approval process.
- F. **Issuance of License:** Upon completion of the review process and a determination of compliance with the applicable regulations and all applicable application and license fees have been paid, the city clerk or the city clerk's designee will issue the appropriate license.

122.05. LICENSE & APPLICATION FEES:

At the time of submission of a license application, the applicant shall pay to the city the applicable application and license fees. The fee schedule will be set by resolution and may be modified from time to time with approval by resolution of the City Council.

Section 2. Sections 06, 07, 15, and 17 of Chapter 122 are hereby repealed and deleted.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be in full force and effect after passage, approval and publication as provided by law.

PASSED AND ADOPTED at Glenwood, Iowa, this 12th day of July 2022.