



## BOLTON POLICE DEPARTMENT



### APPLICATION TO SOLICIT / CANVASS

1. Any person who wishes to solicit/canvass in the Town of Bolton must first complete an **Individual Application** and **Organizational Application** to solicit.

Drop off or mail in both the applications to the Bolton Police Department PO Box 88, 15 Wattaquadock Hill Road, Bolton, MA 01740.

2. The Individual Application (for the individual soliciting) must include;
  - a. 2 forms of a government issued photo IDs (State I.D., Driver's License, or passport).
  - b. a nonrefundable cashier's check or money order in the amount of \$25.00 payable to: Town of Bolton.  
(No cash or personal checks will be accepted)
  - c. 2 Passport size photos (2"x2").
  - d. A letter on Company Letterhead stating you are an employee and you are authorized to solicit for them.

If you lived out of state within the past five (5) years or are living out of State currently, please provide a records check for each State that you have lived in.

Upon receipt of the (1) Individual Application, the (2) Organization Application and (3) Payment a background check of the applicant will be conducted.

Once the background check has been completed the applicant will be called in for final verification of the application. At that time the permit will be issued.

All permits will be good for a maximum of 1 year from the date of issuance.



# BOLTON POLICE DEPARTMENT



## APPLICATION TO SOLICIT / CANVASS

### INDIVIDUAL APPLICATION

APPLICANT NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

D.O.B. \_\_\_\_\_ P.O.B. \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

DRIVER'S LICENSE# \_\_\_\_\_ STATE LICENSE ISSUED: \_\_\_\_\_

**\*\*A NON-EXPIRED STATE LICENSE OR GOVERNMENT-ISSUED IDENTIFICATION IS REQUIRED WITH THIS APPLICATION\*\***

HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_ COLOR: HAIR \_\_\_\_\_ COLOR: EYES \_\_\_\_\_

NAME OF ORGANIZATION SOLICITING FOR \_\_\_\_\_

ORGANIZATION CONTACT SUPERVISOR SOLICITING FOR \_\_\_\_\_

SUPERVISOR EMAIL ADDRESS \_\_\_\_\_ CELL/OFFICE # \_\_\_\_\_

NATURE OF SOLICITATION/CANVASSING \_\_\_\_\_

IS THIS A CHARITABLE ORGANIZATION? \_\_\_\_\_ IF ANSWER IS YES PROVIDE A COPY OF THE REGISTRATION STATEMENT WITH ATTORNEY GENERAL'S DIVISION OF PUBLIC CHARITIES

\*IF YOU ARE YOU A PROFESSIONAL SOLICITOR FOR A CHARITABLE ORGANIZATION PROVIDE CONTRACT COPY

\*IF YOU ARE A COMMERCIAL CO-VENTURE FOR A CHARITABLE ORGANIZATION PROVIDE CONTRACT COPY

HAVE YOU BEEN CONVICTED OF ANY CRIME WITHIN THE PAST TEN YEARS? \_\_\_\_\_

IF YES, PROVIDE DETAILS (ATTACH SEPERATELY) \_\_\_\_\_

IF YOU WILL BE USING A MOTOR VEHICLE, PROVIDE THE FOLLOWING INFORMATION:

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_ COLOR \_\_\_\_\_

REGISTERED OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_

REGISTRATION# \_\_\_\_\_ STATE \_\_\_\_\_ EXP. \_\_\_\_\_

SOLICITOR/CANVASSER REGISTRATION PERIOD REQUESTING: (90 DAY MAXIMUM)

START DATE: \_\_\_\_\_ ENDING DATE: \_\_\_\_\_

\*\*\*\*A FEE OF \$25.00 WILL BE PAID TO THE TOWN OF BOLTON BEFORE ISSUANCE (CASHIER'S CHECK OR MONEY ORDER). \*\*\*\*

I hereby certify under penalty of perjury that all statements made on or in connection with this application are true and complete to the best of my knowledge.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



# BOLTON POLICE DEPARTMENT



## APPLICATION TO SOLICIT / CANVASS

### ORGANIZATIONAL APPLICATION

ORGANIZATIONAL NAME \_\_\_\_\_

ORGANIZATIONAL ADDRESS \_\_\_\_\_

ORGANIZATION CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

ORGANIZATION TELEPHONE # \_\_\_\_\_

NAME OF ORGANIZATIONS IMMEDIATE SUPERVISOR FOR THS APPLICATION \_\_\_\_\_

SUPERVISOR E-MAIL ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_ TEL# \_\_\_\_\_

NATURE OF SOLICITATION/CANVASSING \_\_\_\_\_

IS THIS A CHARITABLE ORGANIZATION? \_\_\_\_\_. IF ANSWER IS YES PROVIDE A COPY OF THE REGISTRATION STATEMENT WITH ATTORNEY GENERAL'S DIVISION OF PUBLIC CHARITIES

\*IF YOU ARE A PROFESSIONAL SOLICITOR FOR A CHARITABLE ORGANIZATION PROVIDE CONTRACT COPY

\*IF YOU ARE A COMMERCIAL CO-VENTURE FOR A CHARITABLE ORGANIZATION PROVIDE CONTRACT COPY

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LIST THE LAST THREE COMMUNITIES IN WHICH THIS ORGANIZATION ENGAGED IN SOLICITING:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

WHILE IN BOLTON, WHO WILL BE SUPERVISING THE INDIVIDUAL APPLICANT(S):

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL/OFFICE # \_\_\_\_\_

LIST THE INDIVIDUALS WHO WILL BE SOLICITING FOR YOUR ORGANIZATION:

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

NAME: \_\_\_\_\_ E-MAIL \_\_\_\_\_ CELL# \_\_\_\_\_

\*\*\*\*A FEE OF \$25.00 WILL BE PAID FOR ALL INDIVIDUALS SOLICITING TO THE TOWN OF BOLTON BEFORE ISSUANCE (CASHIER'S CHECK OR MONEY ORDER). \*\*\*\*

I hereby certify under penalty of perjury that all statements made on or in connection with this application are true and complete to the best of my knowledge.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

# TOWN OF BOLTON BY-LAW

## Article II Door-to-Door Solicitation

### §193-3 Purpose.

The purpose of this Article II is to provide for the regulation of door-to-door solicitation for commercial purposes in the Town of Bolton, to promote public safety and consumer protection.

### §193-4 Definitions.

For the purpose of this Article II, the following words as used herein shall be considered to have the meanings herein ascribed thereto:

Door-to-Door Solicitation - any one or more of the following activities, conducted by appearing in person at a Premises to provide information or literature:

(i) Seeking to sell or to obtain orders for the purchase of goods, wares, merchandise, foodstuffs, and services of any kind, character, or description whatever.

(ii) Seeking to obtain subscriptions to books, magazines, periodicals, newspapers, and every other type or kind of publication.

(iii) Seeking to obtain gifts or contributions of money, clothing, or any other valuable item for the support or benefit of any charitable or nonprofit association, organization, corporation, group, or project except as otherwise excluded by this Article II.

License - the photo identification card issued to a licensee.

Person - any individual, firm, co-partnership, corporation, company, association or joint-stock association, society, organization, or league and includes any trustee, receiver, assignee, agent, or other similar representative thereof, except as otherwise excluded by this Article II.

Premises - a building or portion of a building used for residential purposes, including the real estate upon which any such building is located, provided that the predominant use of the real estate is for residential purposes.

§193-5 Application for a License.

A. Every person who engages in door-to-door solicitation, except as otherwise excluded by this Article II, either as a principal or agent, shall, before commencing business in the Town of Bolton make written application under oath for a license to the Chief of Police.

B. Required information: Said application form will require the following information:

- (1) The name, permanent address, and telephone number, and temporary address, if any.
- (2) A physical description of the applicant, setting forth the applicant's age, height, weight, color of hair and eyes.
- (3) The name, address, and telephone number of the person, firm, association, or corporation that the person represents or is employed by, or whose merchandise is being sold.
- (4) A brief description of the business he or she wishes to conduct and of the methods to be used in furtherance of said business.
- (5) The make, model, and license number of any vehicle to be used by the applicant in the conduct of their business.
- (6) A statement as to whether the applicant has been convicted of any crime or ordinance violation related to any prior solicitation by the applicant within the last five years, the nature of the offense, and the place of conviction.
- (7) A statement as to the period during which the applicant intends to carry on solicitation.

C. The Police Chief shall not issue a license unless the above required information has been provided by the applicant or an explanation has been given for the applicant's inability to provide any of the foregoing information.

D. Applicants shall present to the Chief for examination a driver's license or some other proof of identity as may be reasonably required.

#### **§193-6 Photograph Required.**

The applicant shall permit the Police Department of the Town of Bolton to photograph said applicant for identification purposes.

#### **§193-7 Issuance of License; Fee.**

A. No later than ten (10) calendar days after filing of such application, the Chief of Police, or their designee, shall issue the applicant a license in the form of a photo identification card showing the name and address of the licensee and authorizing them to solicit for the purposes described in their application subject to the Code of the Town of Bolton and the laws of the Commonwealth of Massachusetts. Failure by the Chief of Police to act on an application within ten (10) calendar days shall constitute approval of said application.

B. The fee for such license shall be \$25, and said license shall expire one year from the date of issue, or on the day of its surrender or revocation, or on the filing of an affidavit of its loss to the Police Department on a form approved by the Town Solicitor.

C. Grounds for disapproval of an application shall be:

(1) Applicant has a conviction in any state or federal court of the United States or any court of a territory of the United States for any of the following named offenses committed within the last seven (7) years: burglary, breaking and entering, larceny, robbery, receiving stolen property, assault, fraud, sexual misconduct as specified in Chapter 265, Sections 13B and 22 through 24, and Chapter 272, Section 53A, of the General Laws, unlawfully carrying weapons, or the attempt of any such offense;

(2) Applicant is a person who is a sex offender required to register with the Sex Offenders Registry Board and who is finally classified as a Level 2 or Level 3 Sex Offender, as such person have been found to have a moderate to high risk of re-offense and pose a substantial degree of dangerousness to minors and other persons vulnerable to becoming victims of sex crimes; or

(3) The failure to include any of the information requested in the application.

**§193-8 Identification Nontransferable; Display.**



The photo identification card shall be nontransferable and shall entitle the licensee for the period indicated therein and for the purposes specified therein to solicit in the Town of Bolton, provided that the licensee shall have in his/her/their possession at all times while soliciting and shall further conspicuously display the photo identification card.

#### **§193-9 Notification of Changes to Police.**

If while the application is pending or during the term of any license granted thereon there is a change in fact, policy, or method that would alter the information given in the application, the applicant or licensee, as the case may be, shall notify the Police Department in writing within 24 hours of such change.

#### **§193-10 License not to Constitute Endorsement**

A licensed issued under this Article II does not constitute an endorsement by the Town of Bolton nor by any of its departments or officers of the purpose or of the person conducting the solicitation departments or officers of the purpose or of the person conducting the solicitation.

#### **§193-11 Posted Premises.**

No person shall engage in solicitation upon any premises without a prior invitation from the occupant thereof if such

premises is posted against such solicitation by means of a notice prominently displayed upon which is printed the legend “no solicitors” or words of similar import. For the purposes of this section, the premises shall be deemed posted against solicitation if there is exhibited, on or near the main entrance to the premises or on or near the main door to any residence located thereon, a sign which bears the above legend.

#### **§193-12 Prohibited Activities.**

A. No person engaged in solicitation shall, at the time of initial contact with a prospective customer or donor, fail to identify themselves and the purpose of the solicitation.

B. No person engaged in solicitation shall misrepresent the purpose of their solicitation or use any false, deceptive, or misleading representation to induce a sale or contribution, or use any plan, scheme or ruse which misrepresents the true status or mission of the person making the call.

C. No person engaged in making a solicitation shall violate any of the provisions of Chapter 93A of the General Laws of Massachusetts, said chapter being entitled “Regulation of Business Practices for Consumers’ Protection.”

#### **§193-13 Nuisance Activities.**

The practice of any individual or group going in and upon private residences in the Town, not having been requested or invited to do so by the owner(s) or occupants of said private

residences, for the purposes of soliciting after the owner has requested the individual to depart from the premises, either orally or in writing, is declared to constitute a violation of this Article II.

**§193-14 Revocation of License; Notice; Appeals.**

A. Any license issued under the provisions of this Article II may be revoked by the Chief of Police of the Town of Bolton after notice and hearing for any of the following causes:

(1) Fraud, misrepresentation, or false statement contained in the application for license;

(2) Fraud, misrepresentation, or false statement made in the course of carrying on their business as solicitor;

(3) Any violation of this Article II;

(4) Conviction of any crime or misdemeanor involving moral turpitude; or

(5) Conducting the business of soliciting in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the public.

B. Notice of the hearing for revocation of a license shall be given in writing, setting forth specifically the grounds of complaint and the time and place of hearing.

C. Any person aggrieved by the action of the Chief of Police in the revocation of a license shall have the right of appeal to the Select Board. Such appeal shall be taken by filing with Select Board, within 14 days after notice of the action complained of has been mailed to such person's last known address, a written statement setting forth fully the grounds for the appeal. The Select Board shall set a time and place for a hearing on such appeal, and prior to that time, notice of the revocation and the right to a hearing shall be given to the licensee in writing. The decision and order of the Select Board on such an appeal shall be final and conclusive.

#### **§193-15 Exemptions.**

A. The provisions of this Article II shall not apply to children 14 years old or younger who solicit under the supervision of an adult who shall be at least 18 years old and to whom the provisions of this article shall apply.

B. The provisions of this Article II shall not apply to any person delivering products previously ordered or purchased.

C. The provisions of this Article II shall not apply to route salespersons or other persons having established customers to whom they make periodic deliveries and who may from time to time call upon prospective customers along their regular

service route to solicit an order for future periodic route deliveries.

#### **§193-16 No Solicitation List.**

A “No Solicitation List” shall be established and maintained by the Bolton Police Department. Residents may submit their property for inclusion on the list without charge. Upon approval of the issuance of a license as provided herein, each such licensed entity or individual shall be provided with a copy of the No Solicitation List and may not solicit or canvass at such property.

#### **§193-17 Violations and Penalties.**

In addition to a possible revocation of a license as set forth in this Article II, the provisions of this bylaw may be enforced by noncriminal disposition pursuant to Chapter 1, General Provisions, Article III, § 1-5, of the Code of the Town of Bolton.

Chapter 1, General Provisions, Article III, § 1-5,:

193 Door-to-Door Solicitation Bylaw Police Department  
\$300/offense