JO-ANN RAIA, HUNTINGTON TOWN CLERK
100 MAIN ST., HUNTINGTON NY 11743-6991
(631) 351-3206

ORI: **Agency ID #:** **Reason: Peddler/Solicitor**

REQUIREMENTS FOR PEDDLER/SOLICITER PERMIT

Permit fee: See Town Code, Chap. 149 **Expires: Dec. 31**
(Fee non-refundable and due upon presentation of application)

FINGERPRINTING: **As of January 1, 2010, fingerprinting for new applicants are processed through a NYS Division of Criminal Justice Services approved Statewide Vendor-Managed Civil Fingerprint Capture System.**

Applicants can make an appointment for fingerprinting either on-line anytime at L-1 Identity Solutions, Enrollment Services Division www.L1enrollment.com where you will also find a current list of available vendor locations throughout Suffolk and Nassau Counties and New York City and its boroughs. Or you may call Monday through Saturday 9 AM to 9 PM a toll-free (877) 472-6915 to schedule an appointment. The ORI, Agency ID# and Reason must be provided when you schedule your appointment. It is suggested that if you schedule your appointment through the L-1 website, print out the confirmation page and bring it with you to the appointment, along with two (2) forms of identification, at least one of which must have a photo (driver license, passport, social security card).

At your appointment location you will be provided two (2) receipts. One (1) of those receipts must be returned to the Office of the Town Clerk, Town of Huntington.

FOOD SALES : **Motorized vehicle or pushcart must be inspected by the Board of Health. Food and SOFT ice cream vendors. For location and fee, call 853-6974**

PHOTOGRAPHS : **Two (2) passport size (2" x 2") head and shoulders photographs taken not more than sixty (60) days prior to submitting application**

VETERANS : **Must submit a Veteran's Exempt Certificate obtained from Suffolk County Clerk in Riverhead (631-852-2000) to be exempt from fingerprinting and permit fees**

ICE CREAM VENDORS : **Completed Street Vending training certificate must be filed with application OR within one (1) year from the date of issuance of Town permit**

PLEASE NOTE : **Pursuant to Town Code Chapter 159, Recreational Facilities, §159-22 No person or business entity, including a not-for-profit, religious, cultural or charitable organization, shall, within a park or within 250 ft. of a park and any portion of a highway, roadway, sidewalk, walkway or path location thereat, engage in merchandising, advertising or posting signs UNLESS the Town Board has granted a license or other approval.**

NON-RESIDENTS : **Non-residents wishing to apply for Town permit shall file a Surety Bond in the amount of $1,000 with the Huntington Town Clerk. See Peddlers and Solicitors Ordinance, Chapter 149-15**

(Rev. 04/2016)