



CITY AND COUNTY CLERK AND RECORDER

One DesCombes Drive • Broomfield, CO 80020 • 303.438.6332 • Broomfield.org

Solicitor's License Application

Pursuant to Chapter 5-20 of the Broomfield Municipal Code, it is unlawful for any solicitor to engage in business within the city without first obtaining a license.

Submit application along with:

- Application fee of \$100.00 to be paid at the time of application or renewal
- Credentials from the person, firm, or corporation for which the applicant is to act as a representative
- Current photo ID, such as a State Driver's License

Procedure

- Photo of applicant will be taken for solicitor badge
- Application will be sent to the Police Department to conduct a background check which takes approximately 3 weeks.
- Applicant will be contacted as to approval or denial of the solicitor license, if approved the applicant must pick up badge at the Broomfield City Clerk's office
- License shall expire one year from the date of issuance

For Office Use Only	
License #	_____
Expires	_____
Paid	_____
Photo Taken	_____
Sent to PD	_____
Approved	_____
Badge Made	_____
License picked up	_____

If you have any questions please feel free to contact the City Clerk's office at 303-438-6332

Application for Solicitor's License (Please Print Legibly or Type)

Name of Applicant _____ Social Security # _____

Other names used _____

Home Address _____ City _____ State _____ Zip _____

Phone No. _____ Email Address _____

Hair Color _____ Eye Color _____ Weight _____ Height _____ Age _____

Driver's License No. _____ State _____ Date of Birth _____ Place of Birth _____

If Applicant is Under 18 Years

Name of Parent or Guardian _____ Date of Birth _____

Address _____ City _____ State _____ Zip _____ Phone _____

Information about the Business

Name of Business _____ Type of Business _____

Address _____ City _____ State _____ Zip _____

Responsible Party _____ Email address _____

Brief description of the nature of the business and the goods to be sold, solicited or delivered. _____

If a vehicle is to be used, a description is required.

Make/Model _____ Year _____ Color _____ License Plate No. _____

Owner's Name _____

Owner's Address _____ City _____ State _____ Zip _____

Have you been convicted of any crime or a violation of any municipal ordinance? ___ Yes ___ No

If yes, please explain: _____

Location of violation: City _____ State _____

Disposition _____

Curb Painting: a Solicitor's License is required. Please see the City Engineering Division to register, a \$200.00 bond is required.

_____ Yes _____ No

Applicant affirms that he/she is familiar with Sections 5-20 and 9-58 of the Broomfield Municipal Code, governing solicitors in the City and County of Broomfield and agrees to comply with all applicable laws. Applicant also affirms that the information provided in this application is true and accurate.

Signature(s)

Date _____ Applicant's Signature _____

Date _____ Parent or Guardian (*if applicable*) _____