Door-to-Door Sales Permit Application

Updated **AUG 2026**

NOTICE TO APPLICANT

In order to process this application, it must be complete.

1. Attach the Private Employer Affidavit; must be notarized.
2. Attach the Affidavit Verifying Status for City Public Benefit Application; must be notarized.
3. Attach copy of at least one (1) secure and verifiable document (driver's license, passport or I-551 permanent resident card). See link for complete list of acceptable forms of identification: https://law.ga.gov/immigration-reports.
4. Attach photograph; shall be at least two by two (2x2) inches.
5. Attach copy of credential or document verifying the relationship and length of time with current Business/Employer being represented.
6. Submit fingerprints using the Georgia Applicant Processing Service (GAPS) through IdentoGO. Instructions are attached. Provide GAPS receipt number: _____ and date: _____.
7. For each person licensed under O.C.G.A Title 43 of the state license examining boards, attach copy of proper and current state licensure.
8. Provide payment for permit. Each application requires an Administrative Fee of $25 plus the fees as set forth here: Annual Base Fee (per solicitor): $200 / Per Solicitor, per day: $50
9. Once above items are complete, return all documentation to Business Registration on the second floor of City Hall. If documentation and payment are complete, the application will be reviewed, processed, and a permit will be issued within ten (10) business days. **Permit valid for 30 days only.**

OFFICE USE ONLY

Date Received: _____ Received by: _____ Fee Paid: $ _____

License: _____ Date Issued: _____ Expiration: _____

☐ Approved ☐ Denied By: _____ Date: _____

Applicant Information

☐ New ☐ Updating (previous application date: _____) Request Time Period (max 30 days): _____

_____

Applicant Name Applicant Email Applicant Phone

_____

Applicant Present Residential Address

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Applicant Residential Address During Past 3 Years (of other than above)

Age | Height | Weight | Eye Color | Hair Color

Three Most Recent Communities Solicited:

1. _____ 2: _____ 3: _____

Business/Employer Information

Business/Employer Legal Name | DBA (if different)

Business/Employer Physical Address | Business/Employer Phone

Business/Employer Mailing Address (if different)

Employer Name for Past Three Years If Other Than Present Employer

Employer Address for Past Three Years If Other Than Present Employer

Description of Sales (Solicitation)

Names of Items to Be Sold | Method of Operation

Vehicle Year | Make | Model | Trim Level | License Plate Number

Proposed Route, Including Streets to Be Visited Each Day

Disclosure

Has the applicant ever been convicted of a felony, a crime of moral turpitude, or any other violation of any state or federal law, regulations or ordinance?

☐ No ☐ Yes (explain: _____)

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Has the applicant or any business or entity represented by the applicant ever been the subject of an investigation by any governmental agency for false advertising deceptive trade practices, or unfair business practices?

☐ No ☐ Yes (explain: _____)

Has the applicant or any business or entity represented by the applicant ever had any similar solicitation permit suspended or revoked by any governmental agency for any reason?

☐ No ☐ Yes (explain: _____)

Affidavit

Has the applicant ever been convicted of a felony, a crime of moral turpitude, or any other violation of any state or federal law, regulations or ordinance?

In accordance with the Chapter 12 of the Code of Ordinances of the City of Pooler, Georgia, I, the undersigned certify that I am the person duly authorized to make application for a Door to Door Permit Registration to conduct the above-described business in the City of Pooler. By signature below, I affirm that the information provided is true, correct, and complete.

Applicant Name	Applicant Signature	Date

Notary Public

Subscribed and Sworn This Day Of		Seal

Notary Name	Notary Signature	Commission Expiration