



**CITY OF ELKO
SOLICITORS/PEDDLERS APPLICATION
1751 COLLEGE AVE.
ELKO, NV 89801
PHONE (775)777-7138 FAX (775)777-7129**

The City of Elko Ordinance 517 requires all persons peddling/soliciting within the Elko City limits to apply for a Solicitors/Peddlers License. The applicant must complete the application and return it to the address listed above where they will pay the appropriate fee and be issued a license. The applicant must contact the Nevada State Health Department if they are selling food and provide us with a clearance signature on the line provided below.

The applicant must also contact the Nevada Department of Taxation at the Reno office and provide documentation of compliance from Taxation. The Reno Taxation office can be reached via their website at www.tax.state.nv.us, via email at renoevents@tax.state.nv.us, fax at 775-688-1303 or by phone at 866-962-3707.

The applicant will be required to obtain the signature from the Elko Police Department and once they receive the signature, the applicant will return to Elko City Hall, at the address above, and will be issued a permit with all the solicitors/peddlers listed. They will then return to the Police Department with the permit and all the listed solicitors/peddlers will be issued their work cards. A separate fee of \$25.00 per individual will be charged by the Police Department for the work cards.

The fees for this license are as follows plus a \$25.00 Processing Fee for a new license:

1 to 30 days	\$103.50	
31 to 90 days	\$207.00	
Yearly	\$690.00	Fee Paid _____

The City has the following restrictions:

Idaho Street Restriction: Solicitors, temporary merchants and/or peddlers shall not be allowed to display, sell, or solicit merchandise for sale along Idaho Street or within 100 feet of the right-of-way line on either side of Idaho Street where there are no curb, gutter, and sidewalk improvements.

City Park Restriction: No Business License shall be issued for business to be conducted within any City owned park and/or adjoining right-of-ways including, but not exclusively, streets, curbs, gutters or parks unless allowable under the Special Events License provisions (4-1-16), Title 5 Chapter 12, Section 2 and 3, or operating with a City Concessionaire Agreement.

NAME OF BUSINESS: _____

BUSINESS ADDRESS & PHONE NUMBER _____

TYPE OF SALES: _____

DATE OF SALES: ____ DAY OF _____, 20____ TO THE ____ DAY OF _____, 20____.

PLEASE LIST NAMES OF ALL SOLICITORS/PEDDLERS:

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Under penalties of perjury, the undersigned declares that he/she is the applicant/agent of the applicant in the foregoing application for license and knows the contents thereof; that those items contained in the application are true of his/her own knowledge except as to those matters stated on information and belief and as to such matters he/she believes it to be true.

Signature of owner/agent

Mailing address & phone number

You must obtain signatures from the following departments:

Elko City Police Dept. (777-7310)
1448 Silver St. Elko, NV 89801

Nevada State Health Dept. (775-753-1138) (food only)
1020 Ruby Vista Dr. Ste. 103 Elko, NV

Make of Vehicle/License #

Type of verification from the Department of Taxation