

City of Burlington
525 High Street
Burlington, NJ 08016
Municipal Clerk's Office
ccrivaro@burlingtonNJ.us or (609) 386-0200 x101

PEDDLER APPLICATION

Applications **will not** be considered unless submitted thirty (30) days in advance of the requested issue.

After you are fingerprinted, please complete and return Form PDL-1 and the Fire Safety Permit to the Municipal Clerk's Office with a **valid photo ID** along with the **non-refundable \$500 application fee** (cash, check or money order) payable to: City of Burlington. With submission of this application, please note that pursuant to City Ordinance § 259-22 licenses shall be valid for only a four-day period; and no licensee shall be issued more than four (4) licenses in one calendar year.

Upon receipt, the Municipal Clerk's Office will secure departmental approvals as follows:

- **Police Department:** Applicants will receive a background check.
- **Fire Marshal:** Confirmation of completed application received, if applicable. Additional fee may apply.

Issuance and Proof of License: Once the application is approved and the Peddler's License is granted, the applicant will be notified for pick up. The license or a copy of the license shall be **readily accessible for inspection** during hours of operation.

The following information is mandatory to obtain a Peddler's with the City of Burlington.



FINGERPRINTING

Thank you for applying for a license with the City of Burlington.

Prior to the submission of any license application, each person included on this application **must be fingerprinted**. To ensure that your request is processed in a timely fashion, please submit your application at least 30 days prior to the requested issue date.

Instructions for fingerprinting:

1. Visit: <https://uenroll.identogo.com/>
2. Enter service code: 2F1HSX
3. Click 'Schedule or Manage an Appointment'
4. Enter your information
5. Enter ORI #: NJ0030500
6. Click 'Search'
7. Select: BURLINGTON CITY POLICE DEPARTMENT
8. Enter Contributor Case #: APPLICANT
9. Complete the remaining prompts
10. Submit a copy of your Service Confirmation email with your application to the Municipal Clerk's Office – see sample below & note that failure to provide will delay your application

IdentoGO Service Confirmation - 2F1HSX- VOLUNTEER-VOX-State Only

 nobody@uemail.identogo.com
To: Gabrielle Hodgson

[↩ Reply](#) [↩ Reply All](#) [→ Forward](#) [⋮](#)
Tue 10/29/2024 12:40 PM

IdentoGO

Service Details:

Customer:	TEST M DUMMY
UE ID:	UZNJ.SRYNNR
Service:	2F1HSX - VOLUNTEER-VOX-State Only
Estimated Amount Due:	\$33.73
Appointment Time:	11/6/2024 @ 08:40 AM (EST)
Appointment Location:	IdentoGO 57 Haddonfield Rd Colwick Business Center Ste 110 Cherry Hill, NJ 08002-4813

We accept the following methods of payment: Authorization Code, Business Check, Money Order, Credit Card
Personal checks and cash will not be accepted

IMPORTANT!

YOU WILL BE REQUIRED TO BRING THE FOLLOWING DOCUMENTS TO YOUR ENROLLMENT. Legal Name must match exactly on all identification documents brought to enrollment.

1. Driver's License PERMIT issued by a State or outlying possession of the U.S.

All ID Documents must be the originals. Copies will not be accepted.

Status as of 10/29/24

Pre-Enrolled
You have successfully pre-enrolled.

Please provide 24 hours' notice when cancelling / rescheduling an appointment.
[Click here to check your status or manage your appointment](#)

This message is only for the use of the intended recipient and may contain information that is CONFIDENTIAL and PROPRIETARY to IDEMA USA, Inc. If you are not the intended recipient, please erase all copies of the message and its attachments and notify the sender immediately.

Peddler Application

License No. _____

Date Received: _____

BUSINESS INFORMATION

Name of Business: _____

Location At Which Business Will be Conducted: _____

Dates Business will be conducted at above Address: _____

Time(s) of Day Business will be conducted at above Address: _____

Description of Proposed Activity/Nature of Business: _____

Name & Address at which the Subject Transient Business was conducted within the last six (6) months: _____

Nature, Character and Quality of Goods to be sold/offered by Applicant:

APPLICANT INFORMATION

Name of Applicant(s): _____

Applicant Birthdate: _____

Social Security #: _____ - _____ - _____

Home Address: _____

Home Phone #: _____

Email Address: _____

Criminal Record - Have you ever been arrested for anything? (circle one): YES / NO

If yes, explain: _____

Peddler Application
License No. _____

Date Received: _____

SECONDARY APPLICANT(S) INFORMATION

Name of Applicant(s): _____

Applicant Birthdate: _____

Social Security #: _____ - _____ - _____

Home Address: _____

Home Phone #: _____

Email Address: _____

Criminal Record - Have you ever been arrested for anything? (circle one): YES / NO

If yes, explain: _____

SECONDARY APPLICANT(S) INFORMATION

Name of Applicant(s): _____

Applicant Birthdate: _____

Social Security #: _____ - _____ - _____

Home Address: _____

Home Phone #: _____

Email Address: _____

Criminal Record - Have you ever been arrested for anything? (circle one): YES / NO

If yes, explain: _____

Peddler Application

License No. _____

Date Received: _____

Are the above Goods or Services going to be sold from (circle one):

Stock in Possession

By Sample

Auction

Direct Sale

By Taking Orders

Future Deliver

State where the Goods or Property Proposed to be sold are manufactured/produced and the location of these Goods at the time this application is filed:

Attach a copy of the following:

- Credentials of the Person, Firm or Corporations authorizing applicant to act as their representative, if applicable.
- The nature and character of advertising done or proposed to be done to attract customers.
- Signed letter from property owner stating that you can conduct business on their property, if applicable.

REFERENCES (Please provide):

1. _____

a. Phone: _____

2. _____

a. Phone: _____

Signature of Applicant: _____

NOTARY

Subscribed and sworn to me this _____ day of _____, of 202__ (Affix Seal Here)

Signature



APPLICATION FOR PERMIT

The Uniform Fire Code states:

"Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are an integral part of a process or activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the fire official." [N.J.A.C. 5:70-2.7(a)]

Date of application: _____

Location where activity will occur: _____

Date: _____ Time: _____

Applicant Name: _____ Address: _____

Organization Name: _____

Phone/Fax Number: _____ Emerg.#: _____

Block/Lot: _____ Email: _____

The above named applicant hereby requests permission to conduct the following activity at the above indicated location:

And for the keeping, storage, occupancy, sale, handling or manufacture of the following (include quantities for each category to be stored, or used and the method stored or used):

I hereby acknowledge that I have read this application, that the information given is correct, and that I am the owner, or duly authorized to act in the owner's behalf and as such hereby agree to comply with the applicable requirements of the fire code as well as any specific conditions imposed by the fire official.

 Applicant Signature

By: _____
 Corey Towner, Fire Official

 Fee Amount Permit Type

Note: There are five types of permits. See the attached sheets for type and fee.

Vendor Application
License No. _____

Date Received: _____

FOR INTERNAL OFFICE USE ONLY
(Required Approvals)

A. VENDOR APPLICATION COMPLETION & FEE:

Fee/Amt. Pd. \$ _____ Cash/Check # _____

Signature of Municipal/Deputy Clerk: _____ DATE _____

B. POLICE INVESTIGATION: Approved Denied

REMARKS: _____

Chief of Police Signature: _____ DATE _____

C. FIRE PREVENTION REGISTRATION (if applicable): Approved Denied

REMARKS: _____

Fire Marshall Signature: _____ DATE _____