



## SUFFIELD POLICE DEPARTMENT

### OBTAINING A SOLICITOR/PEDDLER PERMIT

All solicitors, hawkers, peddlers, salesmen and canvassers must obtain a permit from the Town of Suffield.

#### **How to Apply**

Applicants must come to the Police Department for an interview and bring in the completed application, a signed condition of solicitor/peddler permit form, a signed Noncriminal Justice Applicant's Privacy Rights form, and a signed Police records check form. At the time of filing the application, they will be given a "Service Code" so they can Pre Register and Pre pay for the State background investigation fee.

Once enrolled, you may go to any Police Department for your fingerprinting. The Suffield Police Department charges \$10.00 for a Town Residence and \$25.00 for a Non Town Residence to do the fingerprinting.

Suffield Police Departments Fingerprinting Walk-in hours are **Wednesdays 11:00am – 1:00pm** (or call for an appointment outside those walk-in hours)

Once the background investigation is complete and the applicant's character is found to be satisfactory, the Chief of Police will approve/endorse his/her Solicitor Permit. Once approved, you will be contacted to arrange for pick up (Permits are valid for 1 Year).

There will be a fee of \$25.00 per year per individual, payable to the Town of Suffield for each permit.

Applications for this license can be obtained from the Police Department or on the Town of Suffield website.

If you have any questions please contact Elizabeth Sagan at our Police Departments Records Division 860-668-3311 or by email [esagan@suffieldct.gov](mailto:esagan@suffieldct.gov)