

**VILLAGE OF FOX POINT**  
Clerk's Department  
7200 North Santa Monica Boulevard  
Fox Point, WI 53217  
Phone: (414) 351-8900 Fax: (414) 351-8909

**APPLICATION FOR TRANSIENT MERCHANTS & SOLICITORS PERMIT**  
**Chapter 417**

**Annual Permits Expire on the following May 31<sup>st</sup>**

Non-Refundable Licensing Fee: Two Week Permit \_\_\_\_\_ \$25.00 Annual \_\_\_\_\_ \$55.00  
(Prices include registration processing fee of \$5.00)

**NOTE:** A false or incomplete answer or statement in this application may result in denial or revocation of license.

1. Name of Applicant: \_\_\_\_\_  
Last First Middle
2. Permanent Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
3. Home Phone Number: (\_\_\_\_) \_\_\_\_\_
4. Cell Phone Number: (\_\_\_\_) \_\_\_\_\_
5. E-Mail Address: \_\_\_\_\_
6. Temporary Address (Local, if Any): \_\_\_\_\_
7. Temporary Phone Number: (\_\_\_\_) \_\_\_\_\_
8. Birthplace: \_\_\_\_\_
9. Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Color of Hair: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Date of Birth: \_\_\_\_\_
10. Employer's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Local Supervisor's Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_
11. Nature of business to be conducted and a brief description of the merchandise offered and any services offered: \_\_\_\_\_  
\_\_\_\_\_
12. Proposed method of delivery of merchandise, if applicable: \_\_\_\_\_
13. All Vehicles to be used:  
Year: \_\_\_\_\_ Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Plate/State: \_\_\_\_\_  
Year: \_\_\_\_\_ Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Plate/State: \_\_\_\_\_
14. Last three locations where you have engaged in door to door sales:  
City/Village/Town, County, and State: \_\_\_\_\_  
City/Village/Town, County, and State: \_\_\_\_\_  
City/Village/Town, County, and State: \_\_\_\_\_
15. Place where you can be contacted for at least seven (7) days after leaving the Village of Fox Point:  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
16. Have you been convicted of any crime or ordinance violation related to transient merchant business within the last five (5) years and/or been convicted of a crime in the last 15 years? Yes \_\_\_\_\_ No \_\_\_\_\_

17. If you answered **YES** to number 16, complete the questions below. (If more space is needed, use a blank sheet of paper.)

Date of Conviction(s) \_\_\_\_\_  
 Place of Conviction(s) \_\_\_\_\_ Disposition \_\_\_\_\_  
 Nature of Offense \_\_\_\_\_

18. Have you ever been denied a transient merchants permit, or had a permit revoked? Yes \_\_\_\_ No \_\_\_\_

19. If you answered **YES** to number 18, When: \_\_\_\_\_ Where: \_\_\_\_\_

20. Does your business utilize weighing or measuring devices? Yes \_\_\_\_ No \_\_\_\_  
 If yes, a copy of the certificate from the State of Wisconsin sealer of weights and measures is required.

21. Does the business involve handling food and/or clothing? Yes \_\_\_\_ No \_\_\_\_  
 If yes, a copy of the State Health Officer's Certificate, dated not more than 90 days prior to the date the application for permit is made, is required.

**\*\*A copy of your Driver License or Photo ID is required with this application.\*\***

I hereby certify that the answers on this application are true, accurate and correct to the best of my knowledge and belief. I agree in the consideration of the granting of this license to comply with the laws of the State of Wisconsin and with all the provisions of the Municipal Code of Ordinances of the Village of Fox Point.

\_\_\_\_\_  
 Signature of Applicant Date

\*\*\*\*\*

**STATEMENT APPOINTING VILLAGE CLERK/TREASURER AS AGENT FOR SERVICE OF PROCESS  
 (READ BEFORE SIGNING)**

By signing below, the applicant understands and agrees to the appointment of the Village of Fox Point Clerk/Treasurer as the applicant's agent to accept service of process in any civil action brought against the applicant arising out of any sale or service performed by the applicant in connection with the direct sales activities of the applicant, in the event that the applicant cannot, after reasonable effort, be served personally.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
**Applicant's Signature**

VILLAGE OF FOX POINT ADMINISTRATIVE USE ONLY:		
Date Filed with the Clerk's Department	Amount Fee Paid:	Date Paid:
Date Police Chief Notified: Approved or Denied (Circle One) Date Approved or Denied:	If Denied, Reason For Denial:	
Permit Number:	Date Effective:	Village Clerk / Deputy Clerk:
Permit Revoked:	Date Revoked:	Reason for Revocation:

**ORDINANCE NO. 2018-01**

**AN ORDINANCE TO REPEAL AND RE-CREATE SECTION 417-5 OF  
THE VILLAGE OF FOX POINT VILLAGE CODE CONCERNING  
REGISTRATION OF TRANSIENT MERCHANTS**

WHEREAS, the Village has regulated transient merchants to the extent allowed by applicable laws, for many years; and

WHEREAS, the Village Code currently requires registration to be completed with the Village Police Department; and

WHEREAS, the Village Chief of Police has recommended that the registration be modified to allow these administrative matters to be handled at Village Hall rather than the Police Department, in order to streamline the process and decrease any possible confusion; and

WHEREAS, the Village Board hereby intends to accept Chief Freedy's recommendation and amend the registration process for transient merchants.

NOW, THEREFORE, the Village Board of the Village of Fox Point, Milwaukee County, Wisconsin does hereby ordain as follows:

**SECTION I** Chapter 417 of the Village of Fox Point Village Code entitled, "Transient Merchants and Solicitors," Section 417-5 entitled "Registration," is hereby repealed and re-created as follows:

**§ 417-5 Registration.**

A. Applicants for registration must complete and return a registration form furnished by the Village of Fox Point Village Clerk, which shall require the following information:

- (1) Name, permanent address, telephone number, and temporary address, if any;
- (2) Height, weight, color of hair and eyes, and date of birth;
- (3) Name, address, and phone number of the person, firm, association or corporation that the transient merchant represents or is employed by, or whose merchandise or services are being sold;
- (4) Temporary address and telephone number from which business will be conducted, if any;

- (5) Nature of business to be conducted and a brief description of the merchandise offered and any services offered;
- (6) Proposed method of delivery of merchandise, if applicable;
- (7) Make, model, and license number of any vehicle to be used by the applicant in the conduct of his/her business;
- (8) Most recent cities, villages, and towns, not to exceed three, where the applicant conducted similar business just prior to making this registration;
- (9) Place where applicant may be contacted for at least seven days after leaving this Village;
- (10) Statement as to whether applicant has been convicted of any crime or ordinance violation related to applicant's transient merchant business within the last five years, and the nature of the offense and the place of conviction;
- (11) Such additional information as the Fox Point Police Department shall require for the effective enforcement of this article and the safeguarding of the residents of the Village from fraud, misconduct, or abuse.

B. Applicants shall present to the Village Clerk for examination:

- (1) A driver's license or some other proof of identity as may be reasonably required to verify applicant's identity;
- (2) A state certificate of examination and approval from the sealer of weights and measures where applicant's business requires use of weighing and measuring devices approved by state authorities;
- (3) A state health officer's certificate where applicant's business involves the handling of food or clothing and is required to be certified under state law; such certificate to state that applicant is apparently free from any contagious or infectious disease, dated not more than 90 days prior to the date the application for permit is made;

C. At the time the registration is returned, a fee, as provided in Chapter 63, Fees, shall be paid to the Village Clerk to cover the cost of processing said registration.

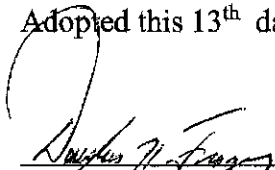
D. The applicant shall sign a statement appointing the Clerk/Treasurer his/her agent to accept service of process in any civil action brought against the applicant arising out of any sale or service performed by the applicant in connection with the direct sales activities of the applicant, in the event the applicant cannot, after reasonable effort, be served personally.

**SECTION II SEVERABILITY.**

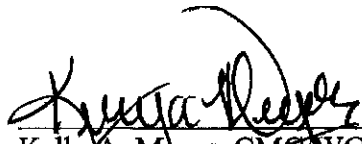
The several sections of this Ordinance are declared to be severable. If any section or provision thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such declaration shall apply only to the specific section(s) or portion(s) thereof directly specified in said declaration, and shall not affect the validity of any other provisions, sections, or portions of the Ordinance, which shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

**SECTION III EFFECTIVE DATE.** This ordinance shall take effect following its passage and publication or posting as provided by law.

Adopted this 13<sup>th</sup> day of March, 2018.

  
\_\_\_\_\_  
Douglas H. Frazer  
Village President

Attest:

  
\_\_\_\_\_  
Kelly A. Meyer, CMC/WCMC  
Village Clerk/Treasurer