

PEDDLER'S PERMIT APPLICATION PROCESS

Before any person, whether residing within or without the city limits, engages in the activity of a peddler, itinerant merchant, or transient vendor within the City of Lubbock, such person shall first obtain a license to engage in such activity.

- Peddler is defined to mean and include a person, or the agent, cosignee or employee of a person, who carries goods upon a truck or other vehicle on the streets of the city for the purpose of exhibiting, selling or offering for sale such goods from such truck or other vehicle or who within the city goes from door to door of residences, offices or places of business to display, sell, offer for sale, or take orders for the sale of goods or to exhibit brochures, sales literature or price lists for the purpose of taking orders for the sale of goods.
- Itinerant merchant shall mean a person or the agent, cosignee, or employee of a person, engaged in the temporary business or moving stocks of goods or samples of goods into the city for the purpose of selling or offering for sale or taking orders for the sale of such goods with the intention of removing such samples or the unsold portion of such goods away from the city before the expiration of thirty (30) days from the date such goods were first moved into the city.
- Transient vendor is defined to mean and include a person, or the agent, cosignee or employee of a person, who within the city engages in the temporary business of exhibiting, delivering, selling or offering for sale any goods or exhibiting brochures, sales literature, or price lists for the purpose of taking orders for the sale of goods.

1. Complete in full the City of Lubbock application for Peddler Permit obtained from the Lubbock Police Department Record's division. Application must be notarized and can be done so by a Record's employee.
 - If you are selling on private property, you must provide written permission signed by the owner or the duly authorized agent of the property at the location from which you propose to display or sale any goods.
 - If you sell from a designated location, you must obtain approval from the City of Lubbock Zoning office as to the location being in a zone that allows to display and sale goods by having a Zoning official sign the application in the appropriate field.
 - If you sell from a designated building, you must obtain approval from the City of Lubbock Building Safety office as to the proposed use of the building complies with the occupancy requirements by having a Building official sign the application in the appropriate field.
 - If you are selling goods for human consumption, you must obtain approval from the City of Lubbock Environmental Health office by having a Health official sign the application in the appropriate field.
2. If state statute requires that sales tax must be paid upon purchase of goods, a valid sales tax permit must be provided with your application.
3. You will submit your completed application to the Lubbock Police Department Record's division.
4. You will need to provide a valid photo ID. Copies of a photo ID will not be accepted.
5. Records personnel will schedule you to get fingerprinted for a State background check which will be mailed to the Lubbock Police Department. The charge for the background is paid to the company that fingerprints you.
6. Once your State background check is received, the background and application will be reviewed for approval. You will be notified if your application has been approved or denied. See back for denial information.
7. Once your application has been approved you will need to return the Lubbock Police Department Record's division and pay the \$50 permit fee. You will be given a receipt and an approved permit.
8. Once your fee has been paid you will take your receipt to Citibus at 801 Texas Avenue for a picture and will be issued an identification badge. **The badge must be worn at all times while selling and you must also have your approved permit with you at all times.**

*****Peddler Permits are valid for 30 days from the date it is issued*****

Application Denial Information

*** If you are denied for missing information on the application, you will be allowed to update your application and resubmit for review.

Sec. 8.12.042 Grounds for denial or revocation

- (a) The chief of police, the city manager or their designated representatives may deny a license required under this division for any of the reasons in subsection (b) set forth below. The city manager or his designated representative may revoke a license issued under this division for any of the reasons in subsection (b) set forth below.
- (b) The following reasons shall be grounds for denial or revocation of a license required for this division:
- (1) The applicant does not present a valid state driver's license or other positive identification by a governmental agency;
 - (2) The applicant does not complete the application form and procedure;
 - (3) The applicant or the proposed activity of the applicant does not comply with the applicable city ordinances and codes, including the zoning ordinance, building codes and health codes;
 - (4) The applicant makes false or fraudulent statements on the application form;
 - (5) The applicant or licensee is found after investigation by the chief of police to be misrepresenting or making false statements in regard to his authority to sell such goods;
 - (6) The applicant or licensee has been convicted of an offense involving narcotics, dangerous drugs or crimes with dangerous weapons at any time within the preceding five-year period;
 - (7) The applicant or licensee has been convicted of an offense involving the use of force and violence upon the person of another when the offense is designated as a felony in the State of Texas, at any time within the preceding five-year period;
 - (8) The applicant or licensee has been convicted of an offense of fraud, misrepresentation, embezzlement, forgery, or theft when such offense is designated as a felony in the State of Texas, at any time within the preceding five-year period;
 - (9) The applicant or licensee has been convicted in a court of proper jurisdiction of violating this division at any time within the preceding five-year period;
 - (10) Upon recommendation from the chief of police that the license be revoked because the conduct of the licensee or the manner in which the licensee is conducting his business operation endangers the health or safety of a citizen of the City of Lubbock. (1983 Code, sec. 20-16(m), (n); Ordinance 8639, sec. 1, adopted 7/26/1984)

Appeal of denial or revocation

The license holder or applicant may appeal such denial or revocation of the license to the permit and license appeal board of the City of Lubbock in accordance with section 2.03.071 et seq. of the Code of Ordinances of the City of Lubbock. (1983 Code, sec. 20-16(o); Ordinance 8639, sec. 1, adopted 7/26/1984)