
APPLICATION FOR TRADE LICENSE

TOWN OF CLAY
TOWN CLERK
4401 ROUTE 31
CLAY, NEW YORK 13041

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1. Name & Address of Applicant: *(if Partnership, Firm or Corporation, list names & addresses of individual members of partnership or if corporation, give name & addresses of officers):*
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2. Name and address of Firm or Corporation that the Applicant represents:
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3. Have you or any person's name in item #1 or #2 ever been convicted of a misdemeanor or felony? YES_____ NO_____

4. If the answer to #3 is YES, give details including date of conviction, nature of offense, penalty imposed and name & address of Court:
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5. Have you ever applied for a Trade License, Soliciting or Peddler's Permit in the Town of Clay or any other City, Town or Village in New York State?
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6. If the answer to #5 is YES, was such application ever denied or revoked?
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7. If the answer to #6 is YES, give details including dates, place and circumstances surrounding same. _____

8. Give full details of activities Applicant proposes to carry out in the Town of Clay, including the type of goods, wares and/or merchandise he or she desires to sell, as well as the kind of services to be performed and the names of any products and the method of distribution:
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9. The proposed hours of operation: _____

10. The registration number and type of vehicle to be used by the Applicant in carrying on the business for which the License is desired:

11. The length of time the Applicant desires the License: _____

12. Applicant claims exemption from license requirements on the following basis:

13. Applicants state that they have read and agree to comply with the provisions of the Town of Clay Ordinance as it applies to Peddlers and Solicitors, Chapter 17 of the Municipal Code and certifies to the truth of the representations made in this application.

SIGNATURE OF APPLICANT

Telephone Number: _____

INSTRUCTIONS:

1. Application must be submitted to the Town Clerk's Office
2. Applicant must submit satisfactory evidence, if claiming exemption
3. Applicant(s) must have current ***background check** on file
4. License fee per person: 1 month or less~\$20.00
6 months or less~\$40.00
12 months or less~\$75.00

***A BACKGROUND CHECK** is required for ALL applicants applying for Trade Licenses and Certificates of Compliance in the Town of Clay. There is a separate fee (contractor's rate) for the Background check not included in the license fee. This fee is payable to the Town Clerk, cash, check or credit card (fee applies) due at the time the application is submitted.