



## BOROUGH OF RARITAN

OFFICE OF THE BOROUGH CLERK  
22 FIRST STREET

OFFICE: (908) 231-1300 ext. 13 FAX: (908) 231-0810  
www.RaritanBoro.org

To Whom It May Concern:

Attached is the Borough of Raritan's Soliciting Application. Please complete the forms duplicate. Once all information has been submitted, the application will be reviewed.

Please Note:

- A non-refundable application fee of \$25.00 per applicant is required.
- Non-profit vendors are not required to pay a fee. Applicants must submit proof of non-profit tax exempt status provided by the State of New Jersey or the United States government.
- Any licenses issued herein for door-to-door solicitation shall prohibit such activity before the hour of 9 a.m. and after 7 p.m.
- Prior to the issuance of a license, the applicant shall provide a Certificate of Insurance setting forth the Borough of Raritan as a named additional insured under the policy with a liability insurance limit of \$1,000,000 per occurrence (an Indemnification Agreement may be substituted).
- A Certificate from the Somerset County Health Department must be attached if this application involves any food or perishable items.
- A Hold Harmless Agreement must be signed and attached.
- If any materials are to be distributed, copies of those materials are to be attached.
- Upon approval license fees are as follows:
  1. Six-month license: \$350.00
  2. Thirty-day license: \$100.00
  3. Daily license: \$ 25.00

*\* The applicant shall advise the Borough Clerk upon application for a daily license as to the number of days the applicant seeks the license at the daily fee rate.*

If you have questions, contact my office at 908-231-1300 ext . 13 or by email: [ecolvin@raritan-nj.org](mailto:ecolvin@raritan-nj.org).

Sincerely,

Eric Colvin, RMC, QPA, CMR  
Borough Clerk

## Borough of Raritan

Application Fee: \$25.00

Fee Exemptions: Any veteran who has served in any branch of the Armed Forces of the United States for at least 90 days.

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Name of Applicant: \_\_\_\_\_

Home Address: \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Drivers License No.: \_\_\_\_\_

Business Name & Address: \_\_\_\_\_

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Home Telephone No.: \_\_\_\_\_ Business Telephone No.: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Dates of Peddling: \_\_\_\_\_

Time(s) of Peddling: \_\_\_\_\_

Place(s) of Peddling: \_\_\_\_\_

(Give Exact Names of Street/Places) \_\_\_\_\_

Nature of Peddling: \_\_\_\_\_

### ALL Persons Who Are Peddling Other Than Applicant:

Name & Address: \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_

Name & Address: \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_

(Attach Separate Sheet for Additional Peddlers)

**A Certificate from the Board of Health must be attached if this application involves any food or perishable items.**

**A Hold Harmless Agreement Must be signed and attached.**

**A Certificate of Liability from your insurance agent, for \$1,000,000.00 naming Borough of Raritan as additional insured must also be attached.**

**If Handbills are to be distributed a full copy of said Handbill is to be attached.**

**Applicant must provide written proof of approval if peddling is to be done on Private Property; sketch of exact said area is to be included.**

**Door to Door Solicitation is PROHIBITED Before 9:00 A.M. and After 7:00 P.M.**

**Description of Motor Vehicle to be used is required; include Year, Make, Model, Vehicle Identification Number and License Plate Number.**

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**Please Note: The Borough of Raritan may at its discretion, suspend, reduce or excuse the permit issued for any applicant.**

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

\_\_\_\_\_  
**Date**

**Date: \_\_\_\_\_  
Background Check by Police Department**

**HOLD HARMLESS AGREEMENT**

**IN CONSIDERATION OF THE FACT THAT PERMISSION IS BEING GIVEN TO THE ENTITY SIGNING THIS AGREEMENT TO \_\_\_\_\_**

**ON \_\_\_\_\_, IT IS HEREBY UNDERSTOOD AND AGREED THAT THE BOROUGH OF RARITAN AND ITS AFFILIATES OF 22 FIRST STREET, RARITAN, NJ 08869 ARE HEREBY SAVED AND HELD HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS TO BE MADE BY PARTICIPANTS, VOLUNTEERS, OR ANY OTHER PERSONS WHO MAY BE INJURED WHILE INVOLVED IN SAID EVENT. THE EVENT HOLDER ACKNOWLEDGES THAT IT IS RESPONSIBLE FOR ANY SUCH INJURIES OR DAMAGES THAT TAKE PLACE DURING SAID EVENT. THE EVENT HOLDER ACCEPTS FULL RESPONSIBILITY FOR THE DEFENSE OF ANY CLAIM OR SUIT BROUGHT BY ANYONE AGAINST THE BOROUGH OF RARITAN BY SIGNING THIS STATEMENT, INCLUDING THE PAYMENT OF ALL LEGAL FEES AND COSTS INCURRED BY THE BOROUGH OF RARITAN AS A RESULT OF SUCH CLAIM OR SUIT.**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**NAME OF FIRM/BUSINESS**

\_\_\_\_\_  
**DATE**