



Town of Hanover

Police Department

Walter L. Sweeney
Chief of Police

129 Rockland Street / PO Box 214
Hanover, MA 02339-0214
Telephone: 781-826-3811
Fax: 781-826-7993

INSTRUCTIONS FOR APPLYING FOR A SOLICITATION PERMIT

1. Page 1 of the application must be filled out completely by owner/manager of business, firm, group or organization.
2. Page 2 must be filled out completely by each individual person who intends to actually do the soliciting. Please attach information on each driver and each vehicle as requested (i.e.: copy of drivers license and registration).
3. The completed application needs to be turned into the Hanover Police Department; at that time all information will be run both in our in-house computer system and through a CORI check.
4. The Hanover Police Department will then contact the applicant on Page 1 within 20 days on whether a solicitation permit has been issued or the application has been denied. Please refer to the Town of Hanover Solicitation By-Law for more information.
5. Once an application has been approved a fee of \$25.00 for 1 to 4 people, \$50.00 for 5 to 9 people, and 10 or more people is \$100 and must be paid at the Town of Hanover Tax Collectors Office. A receipt of payment must be provided to pick up permits at the Hanover Police Department. The permit must be carried at all times when soliciting within the Town of Hanover.
6. All permits are issued for 60 days. If a permit needs to be extended a written request must be submitted by the applicant on Page 1 and turned into the police department. If a permit has expired over 30 days the process of applying must be started over and the applicable fee will be charged.

CORPORATION/INDIVIDUAL NAME:

REQUESTED INFORMATION UPON APPROVAL FOR A PERMIT.

FOR EACH PERSON WHO WILL BE CANVASSING, PLEASE PROVIDE THE FOLLOWING INFORMATION:

FULL NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
TELEPHONE #: _____
CELL #: _____

PRIOR ADDRESS (if at above address less than 3 years):

HEIGHT: _____ WEIGHT: _____ EYE COLOR: _____ DOB: _____

DRIVERS LICENSE OR REGISTRY #: _____ STATE: _____
(Attach Copy)

HAVE YOU EVER BEEN ARRESTED OR CONVICTED OF ANY CRIME? Yes/No
If Yes, please explain: _____

THERE IS A PERMIT FEE PER APPLICATION THAT MUST BE PAID TO THE TOWN OF HANOVER COLLECTOR UPON APPROVAL OF THE SOLICITATION PERMIT.

MAKE AND MODEL OF VEHICLE: _____
VEHICLE PLATE # _____ STATE: _____