



John D. Hunter, Mayor & Safety Service Director
VILLAGE OF SHEFFIELD

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"THE HEART OF LORAIN COUNTY"

PROCEDURE TO APPLY FOR SOLICITOR'S PERMIT

In order to apply for a solicitor's permit, the following must be provided:

- Driver's license for every person who will be soliciting in the Village;
- Original pieces of literature to be distributed to residents;
- Confirmation you are the representative on the original company letterhead;
- Telephone number to contact when / if the permit is approved.

It will take approximately 7-10 days for the permit to be approved by the Mayor as well as a determination of how long the permit will be issued.

When your permit has been approved, we will call and advise the approval and you will pay \$25 in cash or check only. **NO CREDIT CARDS ARE ACCEPTED AND NO CASH CHANGE BACK**

Solicitor to honor any Sheffield Village resident's home which posts a "NO Solicitation" sign.

HOURS OF SOLICITATION:

10am – 7:30pm or 1 hour before dark.