



Fees: \$66 for License
\$10 for Badge

SOLICITOR PERMIT REQUIREMENTS

ALL DOCUMENTATION MUST BE SUBMITTED AT THE TIME YOU SUBMIT THE APPLICATION. ANY MISSING DOCUMENTATION WILL CAUSE YOUR APPLICATION TO BE REJECTED. NON REFUNDABLE FEES MUST BE PAID AT THE TIME OF SUBMISSION.

Solicitor Application

Copy of picture Government issued ID.

Copy of the Utah Department of Commerce business name registration (if applicable).

Copy of the current business license (if the business is based in the State of Utah)

Copy of the Sales Tax number (if selling a product)

Background check.

(Background checks can be done with the PCPD, Provo City Police Department, or you may go to the BCI, Bureau of Criminal Identification, located at 3888 W 5400 S, Taylorsville, UT.

**** Background checks must be within the last 180 days.**

Non-Utah resident - MUST provide a background check from the state they reside. The background check must match the state the driver's license was issued from.

After the application, required documents, and fees are submitted, the applicant's picture is taken and a temporary permit is issued. Once all approvals have been completed, a permanent permit and the I.D. badge are issued. The individual solicitor license will be available for pick up, or may be mailed upon request. For card replacement, a fee may be assessed.

EACH INDIVIDUAL SOLICITOR NEEDS THEIR OWN PERMIT.

If you have questions, or want to know more regarding the policies for Solicitor requirements, you can go to Provo.org under Council to find the Provo City Code chapter 6.09.