

# SCIO TOWNSHIP PEDDLERS, SOLICITORS, TRANSIENT VENDORS LICENSE APPLICATION

An applicant for a license must file a sworn application with the Township Clerk as well as provide the following information:

Applicant's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Weight: \_\_\_\_\_ Height: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Description of the nature of the business and the goods to be sold: \_\_\_\_\_

If employed in the capacity of a transient merchant, a letter from the employer stating the applicant's relationship with employer must be included with this application:

Employer Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Dates you are requesting to do business (not to exceed one year) From: \_\_\_\_\_ To: \_\_\_\_\_

Hours of Operation:

Monday	Saturday
Tuesday	Sunday
Wednesday	
Thursday	
Friday	

Additional Requirements and/or Attachments (*Compliance with the Scio Township Codification for Transient Merchants section 12-22 required*):

- List of all persons involved in the activity, which person(s) will be driving, and email addresses for the purpose of consenting to a background check
- If handling or selling anything for human consumption, proof of a valid permit issued by the Washtenaw County Health Department
- Proof of public liability and personal injury insurance with Scio Township as named insured
- If a vehicle is being used, list make, model, year, color, license plate number, state where registered, and attach proof of insurance
- If a temporary structure is involved, the clerk must have verification of zoning compliance
- A comprehensive criminal history issued by relevant law enforcement agency(ies). Or, consent to and pay the Township for the cost of a criminal background check and review of the Internet Criminal History Access Tool (ICHAT)

Food Truck Vendors:

If vending food that requires heating (or if the vehicle has any form of cooking facilities) a valid certificate of inspection from the Scio Township Fire Department, or from another Fire Department approved by Scio Fire Department: <https://www.sciotownship.org/community/fire-department/food-truck>

Signature attesting to the above (print and sign): \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Completed application and support materials may be submitted at Scio Township Hall, 827 N. Zeeb Rd., or emailed to: [clerk@sciotownshipmi.gov](mailto:clerk@sciotownshipmi.gov)

OFFICE USE ONLY

Date Received: \_\_\_\_\_

Date Issued or Denied: \_\_\_\_\_

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