



**SOLICITATION LICENSE
APPLICATION TOWN OF
EAGLE**

200 Broadway * PO Box 609 * Eagle CO 81631

Phone: 970-328-6354 * Fax 970-328-5203

Email: mailto:clerk@townofeagle.org

On the web: www.townofeagle.org

APPLICATION FEE: \$25.00

NAME OF BUSINESS

STATE SALES TAX #

BUSINESS PHYSICAL / MAILING ADDRESS

CITY

STATE

ZIP

BUSINESS PHONE

BUSINESS WEBSITE

BUSINESS EMAIL/NOTICE EMAIL

OWNER/MANAGER NAME

DESCRIPTION OF SALES TO BE CONDUCTED:

DESCRIPTION OF SALES STAND AND STRUCTURE:

PROPERTY LOCATION:

PROPOSED DATES OF OPERATION:

Has the applicant ever been convicted of any crime or municipal offense, other than minor traffic violations of six points or less? ☐ Yes, please explain.
☐ No

SALES TAX

☐ Insurance Liability Certificate Received and Reviewed
☐ Sales Tax Bond Required

Date: _____ Staff Initials: _____
Date: _____ Staff Initials: _____

Is this part of a Town sponsored Special Event? ☐ Yes ☐ No Name of Event: _____

DEPARTMENT REVIEW

☐ Town Clerk
☐ Special Events Coordinator
☐ Police Department
☐ Town Manager

☐ Community Development
☐ Public Works
☐ Town Board
☐ Other

I state under penalty of perjury in the second degree, as defined EMC 5.04, that the information contained above is true and correct to the best of my knowledge. I understand that providing false information is grounds for denial, suspension, or revocation of a license. Any person or entity who knowingly violates any provision of Eagle Municipal Code or knowingly fails to perform an act by any provision of these Chapters, commits a Class A municipal offense. Applicant shall hold harmless and indemnify the Town of Eagle, its officers and employees, for any claims for damage to property or injury to person which may be occasioned by any activity carried on the terms of the license within the public right-of-way or other applicable public property, including reasonable attorneys' fees.

Signature of Applicant

Title

Date

FEE SCHEDULE: Check or Cash ONLY, No Credit Cards. Checks made payable to the Town of Eagle

| <u>Term of License</u> | <u>License Fee</u> |
|--|--------------------|
| <input type="checkbox"/> One Day | \$50.00 |
| <input type="checkbox"/> Two Consecutive Days | \$65.00 |
| <input type="checkbox"/> Three Consecutive Days | \$85.00 |
| <input type="checkbox"/> Seven Consecutive Days | \$105.00 |
| <input type="checkbox"/> Thirty Consecutive Days | \$125.00 |
| <input type="checkbox"/> One Year | \$275.00 |

Fee waiver requires approval by Eagle Town Council

All Fees include \$25 Application Fee

OFFICE USE ONLY

License Issued by:

Date

This Application is required prior to selling or soliciting door to door sales within the Town of Eagle. If sales will occur on Public Right of Way, the Town Board may need to approve a Lease Agreement. If sales will occur on Private Property, a permission letter, with dates, must be included. Many Eagle events are managed by an event producer, which may have additional fees and requirements. Issuance of a permit does not guarantee ability to sell at Eagle events. Event contact information can be obtained from our Special Events Coordinator, events@townofeagle.org or 970-328-9625. Signage requirements can be obtained by contact our Community Development Department at 970-328-9651 or jessica.lake@townofeagle.org.