

**City of Sumter/County of Sumter Business License Department**  
**Pre-Application for Peddlers Business License and/or Identification Badge**

IN ORDER TO BE CONSIDERED FOR A PEDDLERS BUSINESS LICENSE AND/OR PEDDLERS IDENTIFICATION BADGE, A NON-REFUNDABLE APPLICATION FEE OF **\$50.00 (FIFTY DOLLARS)** MUST BE PAID. APPLICANT MUST ALSO COMPLY WITH ALL TERMS OF THE PRE-APPLICATION PROCESS AND COMPLETE A BUSINESS LICENSE APPLICATION IN ITS ENTIRETY. PAYMENT OF THE APPLICATION FEE, COMPLIANCE WITH THE PRE-APPLICATION PROCESS, AND COMPLETION OF APPLICATION DO NOT GUARANTEE APPLICANT WILL BE LICENSED TO DO BUSINESS AS A PEDDLER. APPLICANT CANNOT DO BUSINESS UNTIL ISSUED THE APPROPRIATE PEDDLERS BUSINESS LICENSE AND/OR PEDDLERS IDENTIFICATION BADGE BY THE BUSINESS LICENSE DEPARTMENT.

**Application Requirements for a Peddlers Business License and/or Peddlers Identification Badge:**

**I must, at the time of application:**

1. Pay to the Business License Department a non-refundable **\$50.00 (fifty dollar)** application fee;
2. Allow the Business License Department to collect and retain my thumbprint **(City Only)**;
3. Allow the Business License Department to photocopy and retain a copy of my driver's license or other photographic identification;

**I MUST PROVIDE the Business License Department with a recent personal copy of a SLED Criminal Record Report** to determine if I have convictions or outstanding warrants on my record. **A copy of your SLED Criminal Record Report can be purchased at the following Website; [www.sled.state.sc.us](http://www.sled.state.sc.us)** and

4. Agree to complete the Peddlers business license and/or Peddlers identification badge pre-application process and business license application in its entirety.

**B. I understand that:**

1. A City of Sumter Peddlers Business License and/or City of Sumter Peddlers Identification Badge authorize me to go door to door in the City of Sumter. A City of Sumter Peddlers Business License and/or City of Sumter Peddlers Identification Badge **do not** authorize me to go door to door in the County of Sumter.
2. A County of Sumter Peddlers Business License and/or County of Sumter Peddlers Identification Badge authorize me to go door to door **in the unincorporated areas** of the County of Sumter. A County of Sumter Peddlers Business License and/or County of Sumter Peddlers Identification Badge **do not** authorize me to go door to door in the City of Sumter.
3. In order to legally operate as a peddler in both the City of Sumter and the County of Sumter, I must obtain approval from each jurisdiction. To obtain approval I must comply with all requirements of each jurisdiction.
4. I cannot legally operate in the City of Sumter until I have been issued a City of Sumter, South Carolina business license and/or peddlers identification badge by the Business License Department;
5. I cannot legally operate in the unincorporated areas of the County of Sumter until I have been issued a County of Sumter, South Carolina business license and/or a peddlers identification badge by the Business License Department;
6. If approved, I must provide the Business License Department with two (2) passport-style color photographs which meets specifications of the Business License Department. **(City Only)**
7. If I am not approved for a peddlers license and/or peddlers identification badge, the application fee will not be refunded or returned to me;
8. Payment of the application fee does not guarantee that I will be issued a peddlers business license and/or peddlers identification badge;
9. Compliance with the pre-application process does not guarantee that I will be issued a peddlers business license and/or identification badge;

- 10. Submission of a completed application does not guarantee that I will be issued a peddlers business license and/or peddlers identification badge;
- 11. Providing false, inaccurate, or misleading information in my application may result in denial of a peddlers business license and badge;
- 12. If it is determined that I have a criminal record, I will be denied a peddlers business license and peddlers identification badge;**
- 13. Payment of the application fee confirms my request for a peddlers license and/or peddlers identification badge and authorizes the Business License Department to initiate its investigatory process;**
- 14. Before I can be issued a peddler's business license and/or peddlers identification badge, I must submit a completed application for review;**
- 15. Peddlers business license and badges are issued for the calendar year and the costs of same are not prorated or refundable; and**
- 16. If I am issued a peddlers business license and elect to have persons other than myself go door to door on my behalf or on behalf of my business, each and every person who participates in door to door sales or solicitation on my behalf or on behalf of my business must have a non-transferable peddlers identification badge.**
- 17. Each and every person who participates in door to door sales or solicitation under the umbrella of my peddlers business license must comply with Section A. 1-4 and Section B. 1-15 of the pre-application process, and be approved for a peddlers identification badge, and purchase a non-transferable peddlers badge.**
- 18. As the holder of the peddlers business license, I am responsible for insuring all persons identified in B.17 obtain peddlers identification badges and comply with all applicable laws.**

**My signature below affirms I have read the above and consent to all conditions set forth therein.**

Sign Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

SWORN TO before me this \_\_\_\_ day of 20\_\_\_\_

\_\_\_\_\_  
 Notary Public for South Carolina  
 My Commission Expires: \_\_\_\_\_

**TO BE COMPLETED AFTER APPLICANT HAS SIGNED PAGE TWO, PAID \$50.00 APPLICATION FEE, PRESENTED PHOTO IDENTIFICATION FOR COPYING, AGREED TO THUMBPRINT SAMPLE, AND PROVIDED A RECENT SLED CRIMINAL RECORD REPORT.**

**APPLICATION FOR:**

**CITY Peddlers Business License**       **CITY Peddlers Identification Badge**  
 **COUNTY Peddlers Business License**       **COUNTY Peddlers Identification Badge**

Note: If you are applying for a peddler badge only, the Business License Department requires confirmation of your affiliation with a business licensed for door to door sales in the City and/or County of Sumter

**APPLICANT:**

Name \_\_\_\_\_  
Driver's License \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Home City & State \_\_\_\_\_  
State and Number  
Work Address \_\_\_\_\_  
Number and Street City State Zip Code  
Home Address \_\_\_\_\_  
Number and Street City State Zip Code  
Telephone Work: \_\_\_\_\_ Cell: \_\_\_\_\_ Home: \_\_\_\_\_  
E-MAIL Address: \_\_\_\_\_

**PERSON OR BUSINESS FOR WHOM YOU ARE OPERATING DOOR TO DOOR**

Self and Same as Above       Other

Name \_\_\_\_\_ Home City & State \_\_\_\_\_  
Business Name \_\_\_\_\_ Home City & State \_\_\_\_\_  
State and Number  
Work Address \_\_\_\_\_  
Number and Street City State Zip Code  
Home Address \_\_\_\_\_  
Number and Street City State Zip Code  
Telephone Work: \_\_\_\_\_ Cell: \_\_\_\_\_ Home: \_\_\_\_\_  
E-MAIL Address: \_\_\_\_\_

**EMERGENCY CONTACT**

Name \_\_\_\_\_  
Relationship to Applicant \_\_\_\_\_  
Work Address \_\_\_\_\_  
Number and Street City State Zip Code  
Home Address \_\_\_\_\_  
Number and Street City State Zip Code  
Telephone Work: \_\_\_\_\_ Cell: \_\_\_\_\_ Home: \_\_\_\_\_  
E-MAIL Address: \_\_\_\_\_

FOR BUSINESS DEPARTMENT USE ONLY

Received by Business License Department

\_\_\_\_\_ \$50.00 application fee on \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_ SLED Criminal Record Report on \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_ Copy of Applicant's Photo ID on \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_ Applicant's Thumbprint on \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_ Business License Application on \_\_\_\_\_, 20 \_\_\_\_ by \_\_\_\_\_

Application \_\_\_\_\_ Approved \_\_\_\_\_ Denied on \_\_\_\_\_, 20 \_\_\_\_

Applicant Notified \_\_\_ In Person \_\_\_ By E-Mail \_\_\_ By Regular Mail \_\_\_\_\_

By Certified Mail \_\_\_\_\_ On \_\_\_\_\_, 20 \_\_\_\_ By \_\_\_\_\_

Business License Associate Signature:

\_\_\_\_\_

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

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3. Allow the Business License Department to photocopy and retain a copy of my driver's license or other photographic identification;
4. Agree to complete the Peddlers business license and/or Peddlers identification badge pre-application process and business license application in its entirety; and
5. **Provide the Business License Department with an up-to-date (current) copy of a SLED or FBI Criminal Record Report** to determine if I have convictions or outstanding warrants on my record. ***A copy of your criminal record can be purchased at the following Websites:***  
[http://www.sled.state.sc.us/sled/default.asp?category=catch\\_ssn](http://www.sled.state.sc.us/sled/default.asp?category=catch_ssn)

And <http://www.fbi.gov/about-us/cjis/background-checks>