



SAN JOSE POLICE DEPARTMENT
PERMITS UNIT
(408) 277-4452



CANVASSER PERMIT PROCEDURES

Steps for Applicant

- A. Applicants must read and review the San Jose Municipal Code (see attached).
- B. Interview in person with the San Jose Police Department Permits Unit personnel, for new and renewal of applications, **by appointment only**.

Chapter 6.20

CANVASSERS OF PERIODICALS

Sections:

[6.20.010](#) Permit - Required - Exception.

[6.20.020](#) Exceptions to chapter applicability.

[6.20.030](#) Permit - Application - Information required.

[6.20.040](#) Permit - Application - Investigation and issuance conditions.

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[6.20.060](#) Appeal from denial of permit.

[6.20.070](#) Permit - Suspension and revocation conditions.

6.20.010 Permit - Required - Exception.

No person over fourteen years of age shall go upon any public street in the city, or from house to house, for the purpose of selling, or canvassing, soliciting or procuring subscriptions for periodicals, books or other publications, without first obtaining a permit therefor as is provided in this chapter.

(Prior code § 6211.1.)

6.20.020 Exceptions to chapter applicability.

The provisions of this chapter shall not apply to selling, canvassing, soliciting or procuring subscriptions for any newspaper or any publication of religious nature. The provisions of this chapter shall not apply to persons eighteen years of age or under who are members of a student group selling, canvassing, soliciting or procuring subscriptions in connection with the activities of said student group, provided that said selling, canvassing, soliciting or procuring by said student group is authorized by the school principal, dean or faculty advisor.

(Prior code § 6211.1; Ord. 21682.)

6.20.030 Permit - Application - Information required.

Applicants for a permit under this chapter must file with the chief of police a written application in duplicate, on a form to be furnished by the police department, which shall give the following information:

A. Full name and description of the applicant;

- B. The applicant's address, permanent and local;
- C. The name and address of the publisher and distributor of the publication, or the duly authorized agent of such publisher or distributor;
- D. Satisfactory evidence of the applicant's authority to act on behalf of the publisher, distributor or its duly authorized agent;
- E. The length of time for which the right to engage in selling, canvassing or soliciting is desired;
- F. If a vehicle is to be used, a description of the same, together with its license number or other means of identification;
- G. Two photographs of the applicant taken within sixty days immediately prior to the date of the filing of the application, which pictures shall be approximately two inches by two inches, showing the head and shoulders in a clear and distinct manner;
- H. Fingerprints of the applicant.

(Prior code § 6211.3.)

6.20.040 Permit - Application - Investigation and issuance conditions.

A. Upon receipt of such application the chief of police shall have two weeks in which to conduct such investigation of the applicant's business and moral character as he shall deem necessary for the protection of the public safety and welfare.

B. If as a result of such investigation the applicant's moral character or business reputation is found to be unsatisfactory, the chief of police shall endorse on the application his disapproval and the reasons for same, and shall notify the applicant at the end of the two-week period that his application is disapproved and that no permit will be issued.

C. If, as a result of such investigation, the moral character and business reputation of the applicant are found to be satisfactory, the chief of police shall endorse on the application his approval thereof and shall cause the applicant to be issued a permit. All such permits shall be limited to a period of six months from the date of issuance thereof.

(Prior code § 6211.4.)

6.20.050 Permit - Fee.

Every person issued a permit under this chapter shall pay a permit fee as set forth in the schedule of fees established by resolution of the city council, said fee to defray the costs of processing applications.

(Prior code § 6211.5; Ord. 21285.)

6.20.060 Appeal from denial of permit.

An applicant whose application has been denied by the chief of police shall have the right, within ten days thereafter, to appeal such decision in writing, stating the grounds therefore, to the code enforcement appeals commission. Said commission shall hold a hearing thereon within a reasonable time from and after the date of such appeal, and the decision of said commission thereon shall be final.

(Prior code § 6211.6; Ord. 20879.)

6.20.070 Permit - Suspension and revocation conditions.

Sections [6.02.170](#) to [6.02.190](#), inclusive, of this Code, shall be applicable to this chapter.

(Prior code § 6211.7.)

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SAN JOSE POLICE DEPARTMENT
PERMITS UNIT
HOURS OF OPERATION:
TUE - FRI 8:30 am - 4:00 pm
(408) 277-4452



CANVASSER APPLICATION

Last Name: _____ First Name: _____ MI: _____

DOB: _____ DL/ID NO: _____

Local Address: _____ City: _____

Zip: _____ Contact Phone No. _____

Out of State Address:

City: _____ State: _____ Zip: _____

Contact Phone No.: _____

Male Female Ht. _____ Wt. _____ Hair _____ Eyes _____

Have you ever been convicted of any crime? Yes No

If so, when where and what charges? _____

I certify under penalty of perjury that the statements I have made on this form are, to the best of my knowledge, true and correct. I am fully aware that any misrepresentations, omissions or falsifications will be ground for permit denial.

Signature _____ Date _____

Name of Business: _____

Address: _____ City: _____

State: _____ Zip: _____ Business Phone No. _____

Length of time you intend to engage in canvassing in San Jose? _____

Vehicle: Yr. _____ Make: _____ Color: _____ License Plate No. _____

FOR OFFICE USE ONLY

Business Lic. No. _____ Fee: _____ 1/2/3/ _____

Expiration Date: _____ Photo No. _____ Exp. Date: _____

SLETS _____ DOJ Clearance Rec'd. _____

Fingerprint Appt. _____ Ofcr. Approval: Yes No

_____ Name/Badge No.