

NEW SOLICITOR REQUIREMENTS EFFECTIVE FEBRUARY 22, 2013

Ensuring Safety and Privacy of our Citizens First

The City of Midlothian Police Department's goal is to ensure the safety and privacy of its residents and provide a reasonable limit to the hours of solicitation. In January 2013, Council adopted a new ordinance to provide a balance between those persons wishing to solicit door to door, distribute handbills or flyers and mobile food vendors and the public.

Restrictions and Requirements

All solicitors, distributors of handbills and mobile vendors are required to have a valid solicitors permit when conducting business in Midlothian.

Solicitor Permits are NOT required for persons distributing literature for religious organizations, political speech or campaigning, charitable purposes, civic groups, local school fundraisers, Girl or Boy Scout fundraisers, or where there is a regular business, trade service or other contractual relationship with the occupant of the residence.

Applying for Permits

Application for solicitor permit may be made at the Midlothian Police Department Monday - Friday 8 a.m. to 5:00 p.m.

A completed solicitor permit application along with a \$20.00 non-refundable fee for your background check is required.

In addition, a non-refundable \$50.00 permit application fee is required at the time of application.

If approved, an additional \$75.00 non-refundable permit fee is required upon issuance of the permit.

The permit is valid for 60 days and can be renewed every 60 days, but is not transferable.

All fees must be paid with exact cash or check at the time of application.

Solicitor permits will not be issued if the applicant has a conviction or no contest to a misdemeanor involving fraud, theft, embezzlement, burglary, larceny, fraudulent conversion or misappropriation of property or convicted or pled no contest to a felony

General Information

It may take up to 10 business days to issue solicitor permits.

If denied a permit, the applicant has the right of appeal.

Hours permissible to solicit are 9:00 a.m. to dusk Monday through Saturday; Sunday and federally regulated holidays are prohibited.

Solicitors may only approach the front door of a residence.

Solicitors are not allowed to solicit from the street or on public right of way.

Each person soliciting is required to have a permit.

Permit fees may be waived for organizations that hold a current, valid 501.c.3.

Additional permits, fees and requirements apply to Mobile Food Vendors. See Mobile Food Vendor flyer or contact the City of Midlothian Health Department for information.

Respecting Citizens Privacy

If a property is posted with a sign stating no soliciting or no distribution of handbills, the solicitor or vendor is not allowed to go onto the property.

It is also a violation of the ordinance if the solicitor is asked to leave the property and refuses to leave. Solicitor's city issued ID's are required to be visible at all times. Solicitors are also required to wear safety vests while soliciting.

Contact Code Enforcement at 972-775-7614 or 911 regarding questions or complaints regarding solicitors.