

Peddlers Permit

Procedures for applying for a Peddlers Permit for peddling within Port Clinton City limits:

Each peddler must apply in person at Port Clinton City Hall and must provide the following:

- Completed Peddlers Permit Application including Proof of Motor Vehicle Insurance
- Color copy of valid driver's license or valid government-issued photo I.D.
- Completed Peddler Certificate of Registration with the City of Port Clinton Department of Taxation
- Completed/Approved BCI (\$30.00) or BCI/FBI (\$70.00) Criminal Background investigation by Port Clinton Police Dept. payable in cash only. May take 4-6 weeks per Ohio Attorney General's Office.

Auditor's office will call the applicant with the results. Provided the applicant passes the background check he/she must do the following to receive the permit:

- Return to Port Clinton City Hall in person to complete the permit.
- Submit a \$20.00 permit fee payable in cash only

Permits are issued for the current calendar year and always expire December 31 of the year in which they are issued.

A Peddlers Permit is issued for door-to-door peddling and should not be confused with a VENDOR'S LICENSE which is issued by Ottawa County for individuals or businesses wishing to do business anywhere in the City or County.