



Michael T. Johnston  
Chief of Police



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## License Procedure Transient Vendors/Itinerant Merchants

Complete all License Application Forms and submit the following items:

1. \$50 Administrative Review fee payable to Village of Bradley
2. \$100 license fee payable to Village of Bradley
3. Bond as required by Bradley Code Section 34-110(b)
4. Letter of permission/rental agreement from landowner
5. Plan for emergency management (security, fire, site plan/floor plan, etc.)
6. A complete inventory of the goods intended for sale
7. Copy of all relative State of Illinois certificates and/or licenses (Revenue, Fire Marshall, etc.)
8. Certificate of Insurance with Village of Bradley as Certificate Holder
9. Kankakee County Health Department certificate for all food dealers
10. A list of all licenses as a transient vendor or itinerant merchant issued in Illinois in the 12 months preceding the application

All the above items must be received in the village office before a review of the application can commence. Vendors who BUY ONLY, shall comply with current requirements of the Secondhand Dealer Ordinance.

A certificate for a Transient Vendor/Itinerant Merchant License will be issued after all applicable departments have approved the application. The certificate will be issued pending on-site inspections by both the Fire Inspector and Electrical Inspector.

Applicants should allow a minimum of ten to fourteen days for the review process.

Please contact us if you have any questions:

Gail Schultz

License Coordinator

147 S. Michigan Ave.

815-936-5104

[gaschultz@bradleyil.org](mailto:gaschultz@bradleyil.org)

# Bradley License Application

Business/Event Name	Business/Event Address

Local Phone	Square Footage of Licensed Premises	State of Illinois Tax #

Type of Business/Event	Event Dates	Days & Hours of Operation

Business Owner Name	FEIN or SSN (last 4)

Business Owner Address (include City/State/Zip)	Business Owner Telephone

Onsite Manager Name	Home Address (include City/State/Zip)	Onsite Manager Telephone

Property Owner Name	Property Owner Address (include City/State/Zip)	Property Owner Telephone

Registered Agent Name	Registered Agent Phone

Registered Agent Address (include City/State/Zip)

Alarm/Security Provider (if applicable)	Telephone

Address (include City/State/Zip)

Emergency Contact 1	Emergency Contact 2	Emergency Contact 3

Phone1	Phone2	Phone3

Printed Name of Owner/Representative	Parcel Identification Number

Signature of Owner/Representative	Date Rec'd

Village of Bradley License Fees  
Special Events/Temporary Uses

Please indicate below the type and quantity of each license needed for your specified Special Event or Temporary Use. For your convenience, mail this completed form with your payment to:  
Bradley-License & Registration, 147 S. Michigan Ave., Bradley, IL 60915

<u>TYPE</u>	<u>QUANTITY</u>	<u>AMOUNT PER</u>	<u>TOTAL COST</u>
<b>Amusement License</b> (Includes Special Events such as Carnivals, Circuses, Sporting/Public Exhibitions, etc.)	_____	200.00	_____
<b>Peddlers/Transient Vendor</b>	_____	100.00	_____
<b>Itinerant Merchant</b>	_____	100.00	_____
<b>Administrative Review</b>	_____	50.00	_____
<b>Other</b> _____	_____	_____	_____
<b>TOTALS</b>	<u>=====</u>		<u>\$</u> <u>=====</u>

**Applicant Contact Information:**

Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ (ext. \_\_\_\_\_)

Fax \_\_\_\_\_

Email Address \_\_\_\_\_

**On-site Contact Information:**

Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Alternate Name \_\_\_\_\_ Phone \_\_\_\_\_

## ARTICLE I. - IN GENERAL

### Sec. 34-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Commercial solicitation* means seeking to sell, offer for sale, sell and deliver, barter, exchange, or obtain for profit for any kind of consideration whatever; gifts, contributions of money, clothing and orders for the purchase of goods, wares, merchandise, food stuffs, services of any kind, character or description, insurance, books, magazines, periodicals, newspapers, and every other type of publication or subscriptions therefor; or distribution to the public, by leaving the same at stores, offices, residences or on public property in the village any paper, document or article of a commercial nature including, but not limited to, cards, circulars, handbills, samples, merchandise or any advertising matter whatsoever; except when the same is conducted for any charitable, not-for-profit or political purpose.

*Itinerant vendor* means any person who transports tangible property for retail sale within the village who does not maintain an established office, distribution house, sales house, warehouse, service center or residence in the village from which such business is conducted. However, the term "itinerant vendor" does not apply to any person who delivers tangible personal property within this village who is fulfilling an order for such property which was solicited or placed by mail or other means.

*Person* means any individual, corporation, partnership, trust, firm, association or other entity.

*Temporary or transient* means any business transacted or conducted for which definite arrangements have not been made to remain in the village for at least one month.

*Transient merchant* means any person who is engaged temporarily in the retail sale of goods, wares or merchandise in the village and who, for the purpose of conducting such business, occupies any building, room, vehicle, structure of any kind, or vacant lot. However, the term "transient merchant" does not apply to any person selling goods, wares or merchandise which are raised, produced or manufactured by him, to any person selling vegetables, fruit or perishable farm products at an established village market, to any person operating a store or refreshment stand at a resort, to any person operating a stand or booth on or adjacent to property owned by him or upon which he resides, to any person operating a stand or booth at a state, county or village fair, or to any person operating a stand or booth at a trade show, exposition, convention or similar event.

(Code 1973, § 20-1; Code 1985, §§ 10-281, 10-193; Ord. No. O-1-04-7, § 1, 2-9-2004; Ord. No. O-5-07-3, § 1, 6-11-2007)

Secs. 34-2—34-20. - Reserved.

## ARTICLE III. - TRANSIENT MERCHANTS AND ITINERANT VENDORS

### Sec. 34-106. - False representations.

No licensee pursuant to this article shall make any false representation as to the character, quality or nature of his wares either for the purpose of obtaining a license or for the purpose of inducing the purchase thereof.

(Code 1985, § 10-282; Ord. No. O-5-07-3, § 1, 6-11-2007)



Sec. 34-107. - Exemptions.

The provisions of this article shall not apply to news or magazine vendors nor shall they apply to sellers of tickets for religious, educational or charitable entertainments to be held within the village.

*(Code 1985, § 10-283; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Sec. 34-108. - Crying wares upon street; sound devices.

No licensee pursuant to this article shall cry his wares upon the street nor shall any licensee employ any device for the emanation of sound to attract attention to his wares upon the streets of the village.

*(Code 1985, § 10-284; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Sec. 34-109. - Restrictions on use of streets, sidewalks or other public property.

No licensee pursuant to this article shall operate on any public street, sidewalk, or other public property, unless otherwise permitted by this Code, nor shall any licensee be permitted to operate in any congested area where the licensee's operations might impede or inconvenience the public, unless otherwise permitted by this Code.

*(Code 1985, § 10-285; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Sec. 34-110. - License requirements; fees.

- (a) Any transient merchant or itinerant vendor as defined in section 34-1 shall first obtain a license from the village prior to offering any goods, wares and merchandise in the village as permitted in this article. Any applicant for a license pursuant to this section shall complete an application on a form to be determined by the village, which shall include evidence that the applicant shall remit sales tax pursuant to applicable law.
- (b) The fee for said license shall be as provided in the village fee schedule in section 18-1. In addition, a surety bond or cash deposit shall be placed on deposit with the village which is equal to 50 percent of the wholesale value of any goods, wares and merchandise offered for sale. The bond or cash deposit shall be an amount as provided in the village bond and other miscellaneous amount schedule in section 18-3

*(Code 1985, § 10-286; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Sec. 34-111. - Sales without a license.

If any person makes retail sales as a transient merchant or itinerant vendor without having obtained a license under this article, the village may hold the inventory, truck or other personal property of the person until he obtains a license to conduct business as a transient merchant or itinerant vendor. If the property has been held by the village for more than 60 days and the person whose property is being held has not obtained a license under this article, the village may petition the applicable circuit court for an order for the sale of the property being held pursuant to section 5 of the Transient Merchant Act of 1987, 225 ILCS 465/5, as amended.

*(Code 1985, § 10-287; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Sec. 34-112. - Prima facie evidence.

It shall be prima facie evidence that a person is a transient merchant or itinerant vendor under this article if the person does not transact business from a fixed location or if the person does not own, or lease for a term of a least six months, the property from which business is conducted.

*(Code 1985, § 10-288; Ord. No. O-5-07-3, § 1, 6-11-2007)*

Chapter 34—*Peddlers and Solicitors*

<u>34-110</u>	Transient merchants and itinerant vendors bond or cash deposit		
		Not less than	1,000.00
		Not more than	10,000.00