

**FOR OFFICE USE ONLY:**

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

License No. \_\_\_\_\_



VILLAGE OF OAK BROOK  
1200 Oak Brook Road  
Oak Brook, Illinois 60523-2255  
Charlotte K. Pruss, VILLAGE CLERK  
(630) 368-5036 FAX 630-368-5045  
kvonachen@oak-brook.org

**APPLICATION FOR NON-COMMERCIAL CERTIFICATE OF REGISTRATION**

**FEE: None**

NAME OF ORGANIZATION \_\_\_\_\_ Phone # \_\_\_\_\_

Street Address \_\_\_\_\_ Fax # \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ E-Mail \_\_\_\_\_

NAME OF PERSON IN CHARGE OF SUPERVISING SOLICITATION \_\_\_\_\_

Street Address \_\_\_\_\_ Phone # \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

**WHERE SOLICITATION SUPERVISOR CAN BE CONTACTED DURING THIS CURRENT SOLICITATION:**

Street Address \_\_\_\_\_ Phone # \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

**PURPOSE OF THE NON-COMMERCIAL SOLICITATION (BE SPECIFIC).**

Dates requested for non commercial solicitation Beginning \_\_\_\_\_ ending \_\_\_\_\_  
(Note: Maximum number of days cannot exceed **90**.)

Date of latest previous application for solicitation in the Village of Oak Brook: \_\_\_\_\_

Number of persons soliciting: \_\_\_\_\_ (Please provide list of names of solicitors for name tags)

Non-commercial solicitation registration cards must be worn conspicuously on the outside of outer garments by all individuals soliciting under this application. No person shall engage in non-commercial solicitation before 9:00 a.m. or after 9:00 p.m., local time. And, all solicitors must honor any posted "No Soliciting" signs.

**NOTE:** By Village of Oak Brook Municipal Code, Section 4-4B-4, failure to truthfully complete this application is grounds for denial of permit.

I certify that all of the above statements are true to the best of my knowledge, information and belief. I further certify that I will notify the individual designated by the Village Manager within 24 hours in writing if any change occurs in the information that I have provided on this application. If this application is approved, I certify that this business will abide by all the rules and regulations in the Village of Oak Brook regarding non-commercial solicitation

SIGNED BY \_\_\_\_\_ PRINT NAME \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_

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**Authorization For Solicitation**

Based on the information provided above, your application for permission to conduct non-commercial solicitation within the Village of Oak Brook is APPROVED  NOT APPROVED

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

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