

# CITY OF GRAPEVINE, TEXAS

## SOLICITOR / ICE CREAM VENDOR PERMIT CHECKLIST

### TO OBTAIN A PERMIT:

- Submit completed application along with all required documentation to the Grapevine City Secretary's Office, City Hall, 1st Floor, 200 South Main Street.
- Copy of current Driver's License.
- \$65 Background Check Fee – **Nonrefundable** (cash or money order).
- \$50 Solicitor / Ice Cream Vendor Permit Fee – **Nonrefundable** (cash or money order).
- \$20 Permit Fee for each additional agent – **Nonrefundable** (cash or money order). Replacement permits are \$20.00 each – **Nonrefundable**.
- Notice of Solicitor / Ice Cream Vendors Ordinance Regulations – Signed by applicant.
- Consent document authorizing background check – Signed by applicant.
- Ice Cream Vendors must also provide Health Permit issued by Tarrant County Public Health Department, 817-321-4960, and proof of valid vehicle insurance.
- Organization's Exemption Documentation – If applicable, provide proof of organization's exemption from ordinance requirements.
- Charitable Solicitor's Permit - No permit fee (Background Check fee and Organization Documentation required).
- Religious Solicitor's Permit – No permit fees unless soliciting funds then Background Check fee and Organization Documentation required.

**\*\* The Grapevine Police Department investigates all applicants.**

**Applications are accepted by appointment only between the hours of 9:00 am to 11:00 am and 2:00 pm to 4:00 pm.**

**Call 817-410-3182 to schedule an appointment.**

City Secretary's Office  
Grapevine City Hall  
200 South Main Street, First Floor  
Grapevine, Texas 76051  
817-410-3182



**SOLICITOR PERMIT  
ICE CREAM VENDOR PERMIT  
APPLICATION**

**Office Use Only:**

Permit Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Issued By: \_\_\_\_\_

**APPLICANT**

Name (First, Middle, Last):			
Date of Birth:		Race:	Sex:
Height:	Weight:	Hair Color:	Eye Color:
Drivers License/State ID Number:			Issuing State:
Social Security Number:			
Permanent Address:			
City, State, Zip:			
Cell Phone:		Work Phone:	

**ORGANIZATION/COMPANY**

Organization/Company Representing:			
Address:			
City, State, Zip:			
Phone:		Local Phone:	
Email Address:			
Phone No. while soliciting in Grapevine:			Office    Cell
Supervisor's Name:			

**SOLICITATION INFORMATION**

State the type of Goods/Service you desire to sell:
Specify location to peddle/solicit goods/service:
Approximate dates peddlers/solicitors will be in City:
List all Cities you have worked in the previous 90 days:

I authorize the Grapevine Police Department to make an investigation of all information contained in this application for this permit, **INCLUDING THE CONDUCTING OF A CRIMINAL HISTORY AND BACKGROUND CHECK** and do hereby authorize a review, full disclosure and release of all records, including but not limited to photocopies of records concerning myself, the company or organization to any duly authorized agent of the Grapevine Police Department, whether the said records are of public, private, or confidential nature. I further release from all liability all persons and agencies supplying such information.

**WARNING:** False statement on this application constitutes Perjury and, upon conviction, is punishable by up to one year in jail, a fine up to \$2,000.00, or both. I hereby swear or affirm that the information given on this application is true and correct. **I acknowledge that application fees for denied applications will be forfeited.** Applications will be approved or denied no sooner than 5 days or more than 30 days after submission of complete application and documentation.

\_\_\_\_\_  
Applicant's Signature

**State of** \_\_\_\_\_

**County of** \_\_\_\_\_

Before me, \_\_\_\_\_, Notary Public on this day personally appeared \_\_\_\_\_ known to me, or proved to me on the oath of \_\_\_\_\_, or through \_\_\_\_\_ description of identification to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under by hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Commission Expires:

*Notary Stamp*

**Office Use Only:**

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Amount Collected: \$ \_\_\_\_\_

Receipt Number: \_\_\_\_\_

Collected by: \_\_\_\_\_

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

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Police Department Review:

Approved

Denied

Reason(s): \_\_\_\_\_

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By: \_\_\_\_\_

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

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**APPROVED**

**DENIED**

Reason(s): \_\_\_\_\_

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By: \_\_\_\_\_

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

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# **CITY OF GRAPEVINE, TEXAS**

## **ICE CREAM VENDOR ORDINANCE REGULATIONS**

### **ISSUANCE OF PERMITS**

Each individual soliciting in the City of Grapevine is required to obtain a permit and must display their permit at all times.

Failure to show proof of a solicitor's permit is a violation of Chapters 12 and 17 of the Grapevine Code of Ordinances.

### **PERMITTED HOURS OF SOLICITATION/VENDING**

Mobile ice cream vending may only occur from 10:00 a.m. to one-half hour before sunset.

### **GRAPEVINE CODE OF ORDINANCES – CHAPTER 12**

Sec 12-20. Additional Requirements for Mobile Ice Cream Vendors and Other Vehicles Vending Products to Children.

*(a) Additional requirement for issuance of permit.*

- (1) All drivers of ice cream trucks and other vehicles vending products to children shall submit a copy of their driver's license to the city and obtain the permit described in this article before operating such vehicle.
- (2) All permit applicants shall provide proof of automobile insurance according to state law along with the application.
- (3) All applicants shall be subject to a criminal history background check, and shall consent to such check as a condition of application. A conviction for any offense involving actual or attempted homicide, kidnapping, assault or assaultive offenses, unlawful sexual conduct or assault, theft (including robbery or burglary), prostitution or obscenity shall be grounds for disqualification of an applicant.

*(b) Safety equipment for ice cream trucks.*

- (1) Signs stating "WATCH FOR CHILDREN" must be provided on the front, back, and both sides of the vehicle in at least four inch letters of contrasting colors.
- (2) The company name, address, and phone number must be on both sides of the vehicle in at least three-inch letters of contrasting colors.
- (3) A serving window, capable of being closed when not in use, must be provided and must be located on the curbside only.
- (4) Left and right outside rear view mirrors as well as two additional outside wide-angle mirrors on the front and back of the vehicle must be provided to enable the driver to see around the entire vehicle.
- (5) Operable yellow or amber flashing hazard lights that are clearly visible not less than 100 yards from the mobile unit under average daylight conditions shall be provided. Such lights shall be mounted no more than 12 inches below the roof of the mobile unit. No fewer than two lights shall be visible from each approach.
- (6) A rear bumper cover shall be installed to prevent children from standing or jumping on the rear of the vehicle.

(c) *Vending requirements for mobile ice cream vendors.*

(1) *Location.*

- a. Mobile ice cream trucks are permitted to vend in an area for no more than 15 minutes, then they must move to another location.
- b. Mobile ice cream vending is prohibited within City of Grapevine parks.
- c. Mobile ice cream trucks shall not vend within one block of any block containing an elementary or junior high school during school hours or within one hour before or after school hours on a day that school is scheduled to be in session.
- d. Mobile ice cream trucks shall not vend within 100 feet from an intersection.

(2) *Hours of operation.*

Mobile ice cream vending may only occur from 10:00 a.m. to one-half hour before sunset.

(3) *Use of sound equipment.*

- a. Use of sound equipment shall be limited to music or human speech.
- b. Sound shall not be audible more than 100 yards from the truck. Sound shall be produced at no more than 80 dBA.
- c. Sound equipment may only be used from 10:00 a.m. until one-half hour before sunset.
- d. Sound shall not be broadcast within 100 yards of schools during school hours while school is in session, or within 100 yards of hospitals, churches, courthouses, funeral homes, or cemeteries.
- e. Sound shall be turned off while the vehicle is stopped for vending.

(4) *Safety precautions.*

- a. Drivers shall check around the vehicle before leaving the area to ensure that children are not remaining. When handing the purchased product to the children, drivers shall make certain traffic is clear, in case a child leaves the truck immediately and fails to observe the hazard of oncoming traffic.
- b. Child customers shall not be allowed inside the vehicle. This provision shall not apply to children related to the driver within the third degree of consanguinity or affinity, while riding with the driver along the sales route.

**I hereby understand and agree to abide by the above Ordinance and Regulations for the Ice Cream Vendor program of the City of Grapevine, Texas.**

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date



**DISCLOSURE AND AUTHORIZATION – SOLICITOR / ICE CREAM VENDOR PERMIT**

In connection with my application for Peddler/Solicitor permit) with City of Grapevine, consumer reports will be requested. These reports may include the following types of information as applicable: names and dates of previous employers, reason for termination of employment, work experience, reasons for termination of tenancy, former landlords, education, accidents, licensure, credit, etc. I further understand that such reports may contain public record information such as, but not limited to: my driving record, workers' compensation claims, credit, judgments, bankruptcy proceedings, eviction's, criminal records, etc., from federal, state and other agencies that maintain such records.

In addition, investigative consumer reports gathered from personal interviews with former employers or landlords, past or current neighbors and associates of mine, etc. to gather information regarding my work or tenant performance, character, general reputation and personal characteristics and mode of living (lifestyle) may be obtained.

**I AUTHORIZE, WITHOUT RESERVATION, ANY PARTY OR AGENCY CONTACTED BY THE CONSUMER REPORTING AGENCY TO OBTAIN AND FURNISH THE ABOVE-MENTIONED INFORMATION.**

I have the right to make a request to the consumer reporting agency: First Check Applicant Screening, P.O. Box 92033, Southlake, TX 76092, telephone number (888) 588-2525, upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including the sources of information and the agency, on our behalf, will provide a complete and accurate disclosure of the nature and scope of the investigation covered by any consumer report(s); and the recipients of any reports on me which the agency has previously furnished within the two year period for peddler/solicitor permit requests, and one year for other purposes preceding my request. I hereby consent to your obtaining the above information from the agency.

**I HEREBY AUTHORIZE PROCUREMENT OF CONSUMER REPORT(S) AND INVESTIGATIVE CONSUMER REPORT(S).** This authorization shall remain on file and shall serve as ongoing authorization for you to procure consumer reports at any time during as to update, renew or extend my ability to maintain peddler/solicitor permit.

California, Minnesota and Oklahoma Applicants only: Check box if you request a copy of any consumer report ordered on you.

I acknowledge that I have been provided a copy of consumer's rights under the Fair Credit Reporting Act.

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

**The following information is being requested in order to conduct a background check on you:**

Full Name: \_\_\_\_\_

Other names you have used: \_\_\_\_\_

Mailing Address 1: \_\_\_\_\_

Past Mailing Address 2: \_\_\_\_\_

Past Mailing Address 3: \_\_\_\_\_

Email Address (if you wish to be contacted this way): \_\_\_\_\_

Social Security No.: \_\_\_\_\_; Date of Birth: \_\_\_\_\_

Drivers License No.: \_\_\_\_\_; State of Issue: \_\_\_\_\_

May we contact your current employer? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ N/A

*Para información en español, visite [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) o escriba al Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.*

## **A Summary of Your Rights Under the Fair Credit Reporting Act**

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - a person has taken adverse action against you because of information in your credit report;
  - you are the victim of identity theft and place a fraud alert in your file;
  - your file contains inaccurate information as a result of fraud;
  - you are on public assistance;
  - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).

**States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:**

TYPE OF BUSINESS:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G. Street N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above:	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20423
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8 <sup>th</sup> Floor Washington, DC 20549
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Lank Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357