

## Town of Lynnfield



TOWN CLERK  
55 Summer Street, Lynnfield, MA. 01940  
781-334-9400

### **How to obtain a Solicitor's and Canvasser's License in the Town of Lynnfield**

Bring completed application to the Town Clerk's Office with a State Issued Identification, and two (2) 2" x 2" passport quality photographs. (*Note:* computer printed pictures on paper are not acceptable). Each person applying must appear. The filing fee is \$10.00 each

**The license fee is not accepted during the application process, only when the license is issued.**

Either call (781-334-6505) or stop by the Lynnfield Police Department to make an appointment to be fingerprinted. **Each person applying for a solicitor's license in Lynnfield must be fingerprinted.** The fee for fingerprinting is \$100.00.

Once the application has been approved (or disapproved) you will be contacted.

When picking up the approved license, you may pay the applicable license fee:

\$10.00 per day  
\$7.00 per week  
\$30.00 per month  
\$300 per year

Should you have any questions regarding this process, please call the Town Clerk's office at 781-334-9400.

**TOWN OF LYNNFIELD  
SOLICITOR AND CANVASSER'S APPLICATION**

License # \_\_\_\_\_

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

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

Name of Applicant: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_  
Local Lodging Address: \_\_\_\_\_

**Description of Applicant:**

Height: \_\_\_\_\_ Eyes: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair: \_\_\_\_\_ Male/Female: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Nature of the business and goods to be sold, if any: \_\_\_\_\_  
\_\_\_\_\_

Name and address of employer along with credential establishing the exact relationship: \_\_\_\_\_  
\_\_\_\_\_

Length of time permit desired: \_\_\_\_\_

Manufacturer of goods to be sold and place where goods are manufactured or produced: \_\_\_\_\_  
\_\_\_\_\_

Where are the goods now stored and what is the proposed method of delivery: \_\_\_\_\_  
\_\_\_\_\_

Has the applicant ever been convicted of any crime, misdemeanor, or violation of any municipal ordinance?: \_\_\_\_\_

If so, state the nature of the offense and penalty assessed: \_\_\_\_\_  
\_\_\_\_\_

**Motor Vehicle Information:**

Provide information of the vehicle used while conducting business in Lynnfield

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_  
Registration Number: \_\_\_\_\_ State: \_\_\_\_\_

**Filing Fee:** \$10.00

**License Fee:** \$10 per day, \$7 per week, \$30 per month, \$300 per year

**Affirmation:**

I do hereby state under the pains and penalties of perjury the information provided herein is true:

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

**SIGNATURE OF POLICE / APPROVAL:** \_\_\_\_\_

**DISAPPROVALS AND REASONS FOR SAME:** \_\_\_\_\_  
\_\_\_\_\_