



**TOWN OF MEDWAY**  
**COMMONWEALTH OF MASSACHUSETTS**  
**MEDWAY POLICE DEPARTMENT**

*Medway Police Department*  
315 Village Street  
Medway, MA 02053  
Phone (508) 533-3212  
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Email :  
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www.medwayma.gov

**Solicitor/Canvasser Permit – Organization**  
**Requirements for Solicitor/Canvasser Permit**

1. Complete entire application and submit promptly. Include your residential address and your present place of residence. The application must be filled out completely or it will be rejected.
2. We will need a copy of your government issued photo ID.
3. Applicant fee for each individual registering is \$20.00. There is no application fee for organizational applicants.
4. Submit the applications along with the money/check. Processing can take up to seven (7) business days.

Persons engaged in solicitation or canvassing as defined in this by-law **MUST** carry the registration card while soliciting or canvassing in the town of Medway and present the card to any person being solicited or upon request of any police officer.

Registration cards are valid only for the specific dates or time period specified thereon and in no case for longer than 90 days.

**Restrictions**

It shall be unlawful for a solicitor, canvasser or other person to do any of the following:

- Falsely represent, directly or by implication that the solicitation/canvassing or other activity is being done on behalf of a governmental organization, or on behalf of any municipal employee or elected official.
- Solicit/Canvas or conduct any other activities at the residence without express prior permission of an occupant before 9:00 AM or after 7:00PM, where there is no sign posted otherwise limiting solicitations or the hours of the solicitation or such other activities.
- Continue to solicit/canvass after being advised by police of the registration requirements or after a registration certificate has been revoked or denied.
- Utilize any form of endorsement from any Department head currently employed or serving the Town of Medway.
- Solicit/canvas or conduct any other activity at any residence in an illegal fashion.

## Solicitor/Canvasser Registration Application – Organization

**THIS APPLICATION MUST BE FILLED IN COMPLETELY OR IT WILL BE REJECTED. PLEASE PRINT.**

Name of Organization: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address of Organization (number, street, town, state, ZIP):  
\_\_\_\_\_

Name of Principal Officer(s): \_\_\_\_\_ Telephone: \_\_\_\_\_

Address of Principal Officer(s) (number, street, town, state, ZIP):  
\_\_\_\_\_

Person filing application (name, title, telephone number, IRS or SS (optional) number):  
\_\_\_\_\_

Driver's License #: \_\_\_\_\_ or Government-Issued ID: \_\_\_\_\_

Is this a charitable organization? \_\_\_\_\_

Has the organization filed an Annual Registration Statement with the AG's Division of Public Charities? \_\_\_\_\_  
(If yes, provide a copy of certification)

Are you a professional solicitor for a charitable organization? \_\_\_\_\_ (If yes, provide a contract copy)

Are you a commercial co-venture for a charitable organization? \_\_\_\_\_ (If yes, provide a contract copy)

List the last three communities (city, state, & dates) in which you have engaged in soliciting:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

List any vehicles to be used during soliciting (make, model, plate number & state):

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

## Background Investigation Authorization and Consent

### Registration for Solicitation and/or Canvassing:

I, \_\_\_\_\_, the undersigned, hereby acknowledge that the Town of Medway Police Department may conduct a background investigation on me pursuant to my request for registration with the Town of Medway ("the Town") to solicit and/or canvass its residents. I further voluntarily consent to authorize the Town to conduct whatever investigation it deems necessary for this registration process.

1. I understand that information may be obtained by the Medway Police Department from federal, state and local computer databases (as allowed by law) and from individuals and sources from other communities where I have solicited and/or canvassed in the past.

2. I understand that should such investigation reveal disqualifying information or any false statements made by me, I will be considered unfit to be registered as a solicitor and/or canvasser in the Town of Medway.

3. I also understand that by completing this form and giving my authorization and consent, I am not guaranteed to be registered as a solicitor and/or canvasser by the Town of Medway.

4. I further acknowledge and understand the foregoing. I have been provided a copy of the by-law pertaining to soliciting and canvassing, and that I have read and understand said by-law.

#### AGREED TO:

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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

**OTHER EMPLOYEES/SOLICITORS/SUPERVISOR**

*While in the Town of Medway, who will be supervising the solicitation canvassing activities?*

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

*List the individuals who will be soliciting or canvassing for your organization:*

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_ **D.O.B.:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Solicitor/Canvasser registration period requested (90 day maximum):

Starting date & time: \_\_\_\_\_ Ending date & time: \_\_\_\_\_

All of the above information is true to the best of my knowledge. Signed under the pains and penalties of perjury.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_