



**Petaluma Police Department**  
**INSTRUCTIONS FOR SOLICITOR PERMIT APPLICANTS**  
**RENEWALS**

Please review this notice and follow the instructions in order for your application to be processed. Failure to follow the instructions will delay your request for a permit. Solicitor permits are valid for 120 days.

*Applications will be accepted at the Petaluma Police Department during regular business hours:*

**Monday - Thursday**  
**8:30 am - 5:00 pm**

**What you need to do:**

1. Bring the following to the Petaluma Police Department
  - The completed Petaluma Police Department Solicitor & Peddler Permit Application
  - Your driver license
  - Your Business Tax License
  - Your Health & Safety Certificate (if selling food products)
  - Your resident alien card, if you're not a U.S. citizen
2. Pay the \$92 application processing fee at the Petaluma Police Department

**The Petaluma Police Department will contact you at the number you provide when your application has been processed.**