



Thomas Miller

Chief of Police

TOWNSHIP OF CHATHAM POLICE DEPARTMENT

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Soliciting and Canvassing License Application Process

- Complete the NJSP on-line background check request form – \$20.00 payment is required at the time of application
 - Browse to www.njportal.com/njsp/criminalrecords/
 - Click on **ON-LINE FORM** button in lower left corner
 - Complete all requested information – the ORI number is NJ0140500
 - A confirmation and receipt will be sent to the email address you provided. Print the confirmation and attach it to your application packet
- Complete the Chatham Township Permit Application in full.
- Two recent photographs must accompany the application. The photographs must be 1 ½” by 1 ½” in size.
- If you are not self-employed, a letter of representation, on the company’s or organization’s letterhead, signed by an officer of the company will be required.
- A \$100.00 check made out to Township of Chatham must accompany the application.
- **Once all of the above is completed or if any step cannot be completed, contact Detective Michael Bloom to make an appointment at 973-377-0100.**

Township of Chatham, New Jersey Permit Application

Canvassing _____ Soliciting _____

(Check appropriate Permit)

All information must be completed for application to be considered. Permits will be issued to individuals only.

Name _____
(Last) (First) (Middle)

Address _____
(No. & St.) (City, State, Zip Code)

Phone # _____
(Home) (Work) (Cell)

If less than three years at current residence, addresses for the past ten years (use back if needed):

Date of Birth _____ Place of Birth _____ Sex _____

Height _____ Hair Color _____ Eye Color _____

Social Security # _____ Driver's License State and number _____

Name and address of organization _____

Brief description of the nature of the organization _____

Have you ever been charged with or convicted of a crime or disorderly person offense? _____

If so, briefly explain the offense and provide date and municipality of arrest. _____

This application must be accompanied by:

1. A receipt and confirmation number indicating that the applicant has submitted an on-line background investigation request to the New Jersey State Police.
2. Two (2) recent photographs of the applicant. One and one half inch by one and one half inch in size
3. If you are not self-employed, a letter of representation on the company's or organization's letterhead, signed by an officer of that company will be required.
4. Annual Solicitor's Fee of **\$100, check made out to Township of Chatham.**
5. The application must be complete and fees, photos, confirmation documents and all other information requested must be included or issuance of the permit will be delayed.

Attach Photograph
Here

Signature of applicant

Date

Department Use Only

Chief's Approval _____

Date _____