

**City of Lake City
P. O. Box 1329
Lake City, SC 29560**

Application for Solicitation Permit

Solicitation for a charitable cause purpose requires the City of Lake City to obtain specific information requiring the solicitation. Based on the information provided, the Police Chief and the Mayor will consider the application. Therefore, the required information shall be stated on this form:

- 1) **Name of organization or individual applying for a permit to solicit:**

- 2) **Address of the above:**

- 3) **The purpose for which any receipts derived from such solicitation are to be used:**

**City of Lake City
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Application for Solicitation Permit

4) Name and address of principal officers and management if applicant is other than an individual:

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5) The name of the person or persons by whom the receipts of such solicitation shall be disbursed:

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Application for Solicitation Permit

- 6) The name and address of the person or persons who will be directly in charge of conducting such solicitation.

- 7) The time when such solicitation shall be made, giving the proposed dates for the beginning and the ending of such solicitation, and the location sites.

Beginning Date

Ending Date

Location Sites:

- 8) Explain the methods to be used in conducting the solicitation:

**City of Lake City
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Application for Solicitation Permit

- 9) **The amount of any wages, fees, commissions or expenses to be paid to anyone in connection with such solicitation together with the manner in which such wages, fees, expenses or commissions are to be expended to whom paid and the amount thereof.**

- 10) **A financial statement for the last funds collected by the organization or person seeking a permit for this solicitation, giving the amount of money so raised, together with the cost in raising the funds and the final distribution thereof.**

- 11) **A full statement of the character and extent of the work done by the applicant or organization within the City of Lake City.**

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Application for Solicitation Permit

- 12) Such other information as may be required by the Police Chief or Mayor to fully determine the kind, character and worthiness of the proposed solicitation as to whether or not such solicitation is in the interest of preserving and enforcing good government for the security of the City of Lake City and its inhabitants, as required by law.

Signature of Applicant

Name or Organization

Telephone Number

Fax Number

Date

Date

Mayor

Approve

Disapproved

Date

Police Chief

Approve

Disapproved

Date