



**City of Fort Worth
Development Services Department
Door-to-Door Sales Registration Application**

[Submit Service Request Here](#)

Documents Required for Registration (All information must be submitted to be issued a permit):

- 1) Completed Registration Application *(All fields should be completed)*
- 2) Federal or State Governmental Issued Drivers License or ID Card *(Must be current & valid)*
- 3) Photo Copy of Vendor’s Texas State Sales Tax Certificate *(Must be current & valid)*

Personal Information

Name: _____

Home of Record Address: _____

City: _____ State: _____ Zip: _____ + _____

Phone Number: _____ Phone Type: _____ E-Mail: _____

Drivers License or ID Card Number: _____ Issuing Jurisdiction: _____

Vehicle Information (Vehicle being used during Door-to-Door activities):

Make: _____ Model: _____ Year: _____ License Plate #: _____

Business Information – (You are an Agent or Employee of):

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____ + _____

Phone Number: _____ Phone Type: _____ E-Mail: _____

Texas State Sales Tax ID Number: _____

Description of Food, Goods, Services, or Merchandise to be sold:

Geographical Location of Service Activities:

Hours of Vendor Activity/Operations:

By signing this application, I agree to comply with Section 20-145 of the city Code, which states:

- 1) At any residence or business that has “No Soliciting” or “No Trespassing” sign posted on the property....
- 2) At any residence or business where Door-to-Door vendor has been verbally informed that no soliciting of food, goods, services, or merchandise is allowed.
- 3) At any residence before 9:00 a.m. and after 7:00 p.m. Central Standard Time and after 8:00 p.m. during Daylight Savings Time, unless at the occupant's request.

(Ordinance Number 15245, 091702)

Vendors Signature: _____ Date: _____

Clerk’s Signature: _____ Date: _____

Development Services Department – Customer Care Division - (817) 392-2222



CITY OF FORT WORTH GENERAL DOOR-TO-DOOR PERMIT INFORMATION

City code Sec 20-141 thru 145 detail information on door-to-door vendors within the City of Fort Worth.

Sec. 20-141. Definition.

For the purpose of this article, "door-to door vendor" means a person who travels by foot or vehicle, from door-to-door, house-to-house, building-to-building, or place-to-place, within the city, for the purpose of offering for sale, or soliciting orders for future delivery, of food, goods, services, or merchandise.

(Ord. No. 15245, § 1, 9-17-02)

Sec. 20-142. Registration certificate.

It shall be unlawful for a door-to-door vendor as defined in section 20-141 of this Code to engage in such business within the city without first registering with the city and obtaining a registration certificate. The registration certificate must be carried by the vendor when engaging in vending activities. No registration fee shall be charged for the issuance of a registration certificate.

(Ord. No. 15245, § 1, 9-17-02)

Sec. 20-143. Registration Information

Each door-to-door vendor shall be required to provide the following registration information:

1. Name and address as indicated on a government issued form of identification;
2. If acting as an agent or employee, the name and business address of the employer or principal;
3. A brief description of food, goods, services or merchandise to be sold;
4. The hours and location of the vending activity;
5. The model, make, year, and license plate number of the vehicle to be used vendor; and
6. The vendor's sales tax identification number.

(Ord. No. 15245, § 1, 9-17-02)

Sec. 20-144. Regulations.

A door-to-door vendor shall not engage in vending activities:

1. At any residence or business that has a "No Soliciting" or "No Trespassing" sign posted on the property;
2. At any residence or business where the door-to-door vendor has been verbally informed that no solicitation of food, goods, services, or merchandise is allowed.

(Ord. No. 15245, § 1, 9-17-02)

OTHER

1. Permits are non-transferable.
2. Permits expire 180 days from date of issuance, upon expiration of the applicants/business sales tax id number, if the permittee changes locations or hours of operations.