

OKLAHOMA STATE BUREAU OF INVESTIGATION

Criminal History Record Information Request

6600 North Harvey Place
Oklahoma City, OK 73116
(405) 848-6724
(405) 879-2503 FAX
http://www.ok.gov/osbi/Criminal_History/

Type Of Search Requested:

Name Based - \$15.00

Sex Offender - \$2.00

Mary Rippy Violent Offender - \$2.00

State Fingerprint-based - \$19.00
* Must provide fingerprint card.
* Includes name based search.

DATE _____

Request Submitted via:
 Fax Mail In Person

Requests will be returned in the manner received.

Mail requests should include postage-paid reply envelope.

Fax requests must include payment by credit card and a dedicated Fax Phone Line for return of completed search:
() _____

ACCEPTABLE FORMS OF PAYMENT: CASH CASHIER'S CHECK / MONEY ORDER

BUSINESS CHECK *No Personal Checks Accepted.* CREDIT CARD *For Visa, MasterCard and Discover, security code is 3 digits on back of card. For Amex, security code is 4 digits on front. These are the only cards accepted.*

CREDIT CARD # _____ EXPIRATION DATE _____ SECURITY CODE _____

CARD HOLDER _____
Please print the name of the individual card holder as it appears on the credit card.

CARD HOLDER SIGNATURE (REQUIRED) _____

REQUESTOR INFORMATION: (Type or print clearly in blue or black ink)

REQUESTOR'S NAME _____ SIGNATURE OF REQUESTING PARTY _____

STREET ADDRESS _____

PHONE NUMBER () _____ CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____
Requestors outside of the United States are strongly encouraged to provide an e-mail address for purposes of correspondence.

PURPOSE OF REQUEST _____

SUBJECT INFORMATION: (Type or print clearly in blue or black ink)
Forms with corrections done with white out or by striking through the fields in this section will not be processed.

NAME _____
LAST FIRST MIDDLE

ALIAS/MAIDEN NAME(S) _____

DATE OF BIRTH _____ (MM/DD/YYYY). *If date of birth is unavailable, include exact age of subject.*

RACE _____ SEX _____ SOCIAL SECURITY NUMBER _____

SEARCH RESULTS (Please do not write in the spaces below):

Oklahoma State Bureau of Investigation
Computerized Criminal History

Oklahoma Department of Corrections
Sex Offender

Oklahoma Department of Corrections
Violent Offender

Unless fingerprint cards are provided, record information is furnished solely on the basis of name or description similarity with the subject of your inquiry.

For questions on the Sex Offender / Violent Offender Registry, please contact the Oklahoma Department of Corrections.

CHAPTER 2

ITINERANT VENDORS

Section 9-201	Definitions
Section 9-202	License required, blanket license
Section 9-203	Fee
Section 9-204	Application for license
Section 9-205	Investigation, approval or disapproval
Section 9-206	Bond for license
Section 9-207	Service of process
Section 9-208	Sale of foods
Section 9-209	Identification tag or badge, display
Section 9-210	Exceptions
Section 9-211	Hours
Section 9-212	Provisions cumulative, revocation
Section 9-213	Penalty

SECTION 9-201. DEFINITIONS. For the purpose of this chapter, the following terms shall have the meaning respectively ascribed to them herein:

1. "Commercial" means soliciting for a business purpose which is intended to be for profit and is not intended to be charitable, religious, not for profit or political;
2. "Itinerant" means having no regular place of doing business or soliciting in the city and includes but is not limited to making regular delivery or providing goods over an established route through the city;
3. "Peddler" means a person soliciting commercial orders for goods or services which are to be provided from stocks or goods carried with the peddler or which are services provided by the peddler at the time the order is made;
4. "Soliciting" means all activities of peddlers, solicitors and vendors attempting to obtain business. Such activities may include, but are not limited to, distribution of handbills or leaflets to the public directly or by placing them in a mailbox, on a doorknob or otherwise on any property; coming personally onto any property for the purposes defined herein; calling the occupants of any property by telephone for the purposes herein defined; or calling or inviting any prospective customers to purchase or obtain merchandise, product or service;
5. "Solicitor" means a person soliciting commercial orders for goods or services which are to be provided or shipped to the consumer at a later date; and
6. "Vendor" means any person engaged in a business or occupation selling or offering to sell any merchandise, product or service, and includes but is not limited to peddlers and solicitors.

(Prior Code, Sec. 5-2, in part)

SECTION 9-202. LICENSE REQUIRED, BLANKET LICENSES.

- A. Any itinerant vendor, solicitor or peddler shall obtain a license from the city prior to any soliciting in the city, unless exempted herein, to cover each person who will be soliciting and each location or separate place of business.
- B. Owners or lessees of buildings in which itinerant vendors operate or locate must obtain a blanket license covering all itinerant vendors who will be established in the building controlled by the owner or lessee. Governmental agencies owning public buildings may arrange a letter of agreement with the city in lieu of a license if licensing is contrary to the regulations governing the governmental agency. In such a case, the letter of agreement will provide for the same requirements as are shown in this chapter and will provide that the city receive half the rental fee paid by the itinerant vendor until the city's receipts equal the amount required for a blanket license fee.
- C. Itinerant vendors, solicitors or peddlers may go house to house only during the hours provided in Section 9-211. (Prior Code, Sec. 5-13, in part)

SECTION 9-203. FEE. The fee for licenses herein required shall be as set by the city council by motion or resolution. The fees may be waived for educational, charitable, religious groups, qualifying as 501(c)(3) organizations who make house to house solicitations.

SECTION 9-204. APPLICATION FOR LICENSE.

- A. Applicants for licenses shall file during regular business hours a written application signed by the applicant, if an individual, by all partners if a partnership, and by a qualified corporate officer, if a corporation, with the licensing officer, showing:
 - 1. Name and address of person or persons having the management or supervision of the applicant's business during the time that it is proposed to be carded on in the city; the location or address of such person or persons when engaged in such business; the permanent address or addresses of such person or persons; the capacity in which such person or persons will act; the name and address of the person, firm or corporation for whose account the business will be carded on, if any, and if a corporation, under the laws of what state the same is incorporated;
 - 2. The place or places in the city within the proper zoning classification, where it is proposed to carry on the applicant's business and the length of time during which it is proposed that the business be conducted;
 - 3. Place or places, other than permanent place of business of the applicant, within the six (6) months next preceding the date of the application, where the applicant has conducted a transient business;
 - 4. The nature of the goods or products being sold, that is whether they are "seconds," rejects or first-line quality, and whether any warranty applies to the items being sold; if a warranty applies, the period of the warranty and the name and address of the warrantor and the procedures for filing for the adjustment of refund shall be specified;
 - 5. A statement that the applicant agrees to the requirement to pay all state and city sales taxes due on all items which are subject to sales taxes and recognizes that a copy of all applications will be provided to the local office of the Oklahoma Tax Commission;
 - 6. Current state sales tax permit number;
 - 7. Current license or permit, if any, which may be required by state law or ordinances of the city for the particular activity or business;

8. If a motor vehicle is to be used in the business, a description of the vehicle together with motor vehicle registration number and the license number for the vehicle, and:
 - a. Proof of liability insurance required by state law; and
 - b. Proof or verification from the insurance carder that the city clerk will be provided at least ten (10) days notice of any cancellation; and
 9. Proof of 501(e)(3) tax status if claiming exemption from the license fees.
- B. Applicants for a blanket itinerant vendor license shall file during regular business hours a written application signed by the applicant, if an individual, by all partners, if a partnership, and by a corporation officer, if a corporation, with the license and permits clerk showing:
1. Name and address of person or persons having the management or supervision of the building in which itinerant vendor shall conduct business;
 2. Name and address of the person or persons having the management or supervision of the applicant's business during the time that is proposed to be carried on in the city; the location or address of such person or persons when engaged in such business; the permanent address or addresses of such person or persons; the capacity in which such person or persons will act; the name and address of the person, firm or corporation for whose account the business will be carded on, if any, and if a corporation, under the laws of what state the same is incorporated and licensed to operate in the state;
 3. A general description of the products or services that will be sold by the itinerant vendor;
 4. A statement that the applicant shall establish the following controls over itinerant vendors and shall maintain records concerning each itinerant vendor for one year after the engagement dates involving the itinerant vendors:
 - a. The applicant shall determine the names and addresses of each salesperson involved locally for an itinerant vendor and determine the names and permanent addresses of the parent company, if any, controlling the itinerant vendor;
 - b. The applicant shall determine the nature of the merchandise or product to be sold, determine whether it is a "reject" line or seconds, determine whether there are warranties of the product, and how any complaint is to be filed for warranty adjustment. The applicant shall require that the vendor display a sign prominent enough to disclose to all potential customers that the product consists of seconds, rejects or irregulars if such is the case;
 - c. The applicant shall inform each vendor of the requirement to pay state and city sales taxes and shall forward the name, product involved, and dates of the vendor's engagement to the local office of the state tax commission. Further, the applicant will furnish the vendor with one copy of the state sales tax report form and require him to certify that he will submit a sales tax report at the conclusion of his engagement in the city; and
 - d. The applicant shall provide copies of all ordinances, regulations,

tax forms, etc., to itinerant vendor and provide the city with a statement signed by the vendor agreeing to comply with same.

SECTION 9-205. INVESTIGATION, APPROVAL OR DISAPPROVAL.

- A. All applications for licensing or registration shall be immediately referred for investigation as to the truth thereof, which investigation shall be conducted within ten (10) business days after the application and fee are deposited with the city.
- B. If the city finds no past history of the applicant indicating violations of this code and that the application is properly made and truthful, a license shall be issued to the approved applicant upon payment of the fee therefor and the filing of the required bond.
- C. In all matters of denial of the license or registration, the applicant shall be forthwith advised thereof. The applicant shall be advised that an appeal of a denied license may be submitted to the city council. (Prior Code, Sec. 5-14, in part)

SECTION 9-206. BOND FOR LICENSE.

- A. Before any license as provided by this chapter shall be issued, such applicant shall file a bond running to the city. A person engaging in business as an itinerant vendor shall file a bond in the sum set forth in the bond schedule, secured by the applicant as principal and two (2) sureties upon whom service of process may be made in the state.
- B. All such bonds shall be approved by the city attorney and conditioned that:
 - 1. Applicant shall comply with all of the provision of the ordinances of the city and the statutes of the state regulating and concerning the sale of goods or wares and merchandise; and
 - 2. Will pay all judgments rendered against the applicant for any violation of the ordinances or statutes, or any of them, together with all judgments and costs that may be recovered against him by any person or persons for damage growing out of any misrepresentation or deceptive practice by any person transacting such business with such applicant, whether such misrepresentation or deception were made or practiced by the owner or by their service, agents or employees, either at the time of making the sale or through any advertisement of any character whatsoever, printed or circulated with reference to the goods, wares and merchandise sold or any part thereof. Any action on the bond may be brought in the name of the city to the use of the aggrieved person. (Prior Code, Sec. 5-16, in part)

SECTION 9-207. SERVICE OF PROCESS. Before any license for an itinerant vendor, as herein provided, shall be issued, such applicant shall file with the city clerk an instrument nominating and appointing the city clerk his true and lawful agent, with full power and authority to acknowledge service of notice of process for and on behalf of the applicant in respect to any matters connected with or arising out of the business transaction under the license and the bond given as required by this chapter, or for the performance of the conditions of the bond or for any breach thereof. The instrument shall also contain recitals to the effect that the applicant for the license consents and agrees that service of any notices or process may be made upon the agent and when so made shall be taken and held to be as valid as if personally served on the person or persons applying for the license under this chapter, according to the laws of the state or any other state and waiving all claims or right of error by reason of such acknowledgement of service or

manner of service. Immediately upon service of process upon the city clerk, as herein provided, the city clerk shall send to the licensee at his last-known address, by certified mail, a copy of the notice.

SECTION 9-208. SALE OF FOODS.

- A. All applicants for license to sell foods and merchandise for human or animal consumption shall have their application for license approved in accordance with the applicable state food establishment requirements before the licenses are issued.
- B. The sale of foods requires an individual license not covered by blanket licenses.

Cross Reference: See also Section 8-601 et seq. on food regulations.

SECTION 9-209. IDENTIFICATION TAG OR BADGE, DISPLAY. At all times there shall be posted in a conspicuous place upon each:

- 1. Licensee if an individual;
- 2. Vehicle or booth used by a licensee; or
- 3. Building or premises as appropriate for blanket licenses,

a badge, tag or card issued by the city as proof of issuance of a license. The card, tag or badge shall state the name of the licensee and the date of expiration of the license. Blanket licenses shall be displayed and readily available for inspection by the city.

SECTION 9-210. EXCEPTIONS.

- A. The following are exempt from the license requirements of this chapter:
 - 1. Farmers and truck gardeners from lands owned, cultivated or controlled by them, who offer for sale or sell, or who solicit and sell from house to house, vegetables, butter, eggs and farm products produced and raised by the farmers and truck gardeners from such land or produced thereon;
 - 2. Needy ex-service persons holding a certificate duly issued by a district judge having jurisdiction as provided by state law.
- B. Any person who desires to be exempt from the license fees levied under this chapter due to engaging in interstate commerce shall provide sufficient data on transactions and proof to the city to establish the interstate commerce nature of his business and transactions. If the city refuses to issue an interstate commerce exemption for the license fees to a commercial business activity, then the applicant is entitled to a hearing before the city judge. (Prior Code, Sec. 5-3, in part)

SECTION 9-211. HOURS. Soliciting from house to house is permitted only between the hours of 9:00 A.M. and 9:00 P.M. daily. (Prior Code, Sec. 5-13)

SECTION 9-212. PROVISIONS CUMULATIVE, REVOCATION.

- A. The requirements of this chapter are cumulative to any provisions of state law or city ordinances regulating or governing any of the activities licensed herein. In the case of any conflict between the provisions of this chapter and those of any other city ordinance or state law, the more restrictive requirements shall apply.
- B. The provisions of Chapter 1 of this Part on revocation or suspension of licenses shall apply to licenses issued under this chapter. (Prior Code, Sec. 5-17 in part)

SECTION 9-213. PENALTY. Any person violating any of the provisions of this chapter shall, upon conviction thereof, be punished as provided in Section 1-108 of this code. (Prior Code, Sec. 5-18, in part)