

INSTRUCTIONS FOR OBTAINING HOME SOLICITATION SALES PERMIT

PER FLORIDA STATUTE 501.021

1. All applicants must call to schedule an appointment for the application process. Appointments are made Tuesday through Thursday from 8:00 a.m. to 2.30 p.m.
2. All applicants must appear in person and present the following:
 - Current Picture Identification
 - Social Security Card
 - Two (2) recent passport photos
3. A nonrefundable application fee of **\$124 is required**; therefore, **it is recommended that you read the statute to determine if you qualify for the permit.** Photographs can be taken in the Official Records Department for an additional \$15 fee.
4. When paying by check, the fingerprint card will not be forwarded to the FDLE (Florida Department of Law Enforcement (FDLE) until the check clears.
5. When the application is completed, you will be sworn to the accuracy of the information you have provided. (It takes approximately 1 hour to complete the application process.)
6. You will be given a duplicate copy of the application and a blank fingerprint card to take to the Hillsborough County Sheriff's District 2 Office, Identification Department located at 2306 North Falkenburg Road Tampa FL 33619, for fingerprints and a local record check. Sheriff's phone number: (813) 247-0062; hours of operation: M-F 8:00 a.m. - 4:30 p.m.
7. The Sheriff's office will return the fingerprint card and duplicate application with the results of the local record check.
8. The Clerk's office will forward your fingerprints to the FDLE in Tallahassee for a fingerprint analysis. The Sheriff's Office and FDLE have 60 days in which to return the results of their analysis to this office.
9. Once received, the Clerk's Office will notify you of the results of the fingerprint analysis by telephone or by U.S. mail. If your permit is approved, you may pick up the permit at the Clerk's Official Records Department, or it can be sent to you via certified mail.

Applications May Be Obtained
Monday to Friday, 8:00 a.m. to 5:00 p.m.
Hillsborough County Courthouse
419 Pierce St., Rm. 140
Tampa, Fl 33602
(813) 276-8100, x 4366, Appointment Required

**HOME SOLICITORS PERMIT PERSONAL INFORMATION FORM
HILLSBOROUGH COUNTY, FLORIDA**

PERMIT#:		TRANS#:	
Name: (First, Middle, Last)		SS#:	
Permanent Residence Address:			
County:			
Home Phone#:		Business Phone#:	
Local Residence Address:			
Date of Birth:		Place of Birth:	
Race:		Sex:	Marital Status:
Employer or Company Name:			
Employer or Company Address:			
Service or Product Provided:			
Have the required county or municipal occupational licenses been obtained?			
Have you ever been convicted, plead guilty or plead nolo contendere to any crime?			
If yes, state the nature of the offense, place of offense and the disposition of the case, below: (Use extra sheet, if necessary)			
<p>I understand that a Clerk of the Circuit Court for the County may revoke, suspend, or deny the issuance of any home solicitation sale permit if it is determined that an applicant or permit holder has: (a) Been convicted of, or entered a plea of guilty or nolo contendere to a crime against the law of this state or any other state or the United States, involving moral turpitude, fraudulent or dishonest dealing, or the illegal use of sale of a controlled substance, or been convicted of, or entered a plea of guilty or nolo contendere to, a violation of any of the provisions of ss. 501.021-501.055. (b) Has obtained a permit by fraud, false statement, misrepresentation, or failure to truthfully answer any question in the required permit application. (c) Has failed to obtain required county or municipal occupational licenses. (d) Has failed in any material respect to comply with the provision of ss. 501.021-501.055. I do solemnly swear or affirm that all of the above is true and correct.</p>			
The following information is obtained for the fingerprint card:			
Weight:		Height:	
Eye Color:		Hair Color:	
Are you a USA Citizen? If "No", please indicate country:			