



# CITY OF MILAN

147 WABASH STREET, MILAN MI 48160  
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www.milanmich.org

OFFICE OF THE  
CLERK

## NOTICE TO ALL APPLICANTS FOR A PEDDLERS/SOLICITORS PERMIT

The City of Milan requires **each applicant** requiring a peddler's permit to complete the following application. Upon submission of the permit application to the City of Milan's Clerk's Office, the following items must also be included:

1. A list of all participating employees or individuals, including an address, phone number, driver's license number and date of birth.
2. A photograph, taken within sixty (60) days immediately prior to the date of the filing of the applications, which picture shall show the head and shoulders of the applicant(s) in a clear and distinguishing manner.
3. If food is to be sold, a health card or its equivalent, if applicable, issued by either the County Health Department or other state regulatory agency.
4. A non-refundable application fee of fifty (\$50.00) dollars due at the time of the application submittal, plus \$25 for each additional applicant.
5. An annual license fee of \$50.00.

Please be advised the City requires that all applications must be submitted to the Clerk/Treasurer's Office no less than **five (5)** days prior to the date(s) the permit and license are required. If the above items are not submitted with the application, the five day waiting period may be extended to allow for submission of these items.

Annual license expires December 31<sup>st</sup> in the year when issued.

An application and a complete copy of the City of Milan's Peddlers, Solicitors, Transient and Itinerant Merchants and Itinerant Vendors Ordinance are attached for your reference. If you have any questions or concerns regarding this matter, please feel free to contact City Clerk Lavonna Wenzel at (734) 439-1501.

**LAVONNA WENZEL**  
CITY CLERK