

## Solicitor Regulations:

- Anyone engaged in the business of solicitation in the City of Sammamish is required to apply for a solicitor's license.
- All solicitor license applicants will be subject to a background check.
- There is a five business-day processing time between application and issuance of the license.
- The fee is \$35.00 non-refundable fee per applicant with a \$5.00 fee for issuance of a duplicate license.
- Licenses are valid for one year. They expire one year after the date they were approved.
- You must keep the license in your possession at all times and display your solicitor license on demand.
- You may **not** solicit at any residence marked "No Solicitation" or words to that effect.
- In addition, please note the following legal recommendation regarding solicitation in communities or neighborhoods with signage:

*The City's ordinance prohibits solicitation on premises (residences) that conspicuously display a "no solicitors" sign, or a sign with similar language, at such premises. The ordinance does not define "conspicuously displayed," and posting "no soliciting" signage at all entrances/exits to the HOA (not just the "main" entrance) in a way that is clearly visible is likely to be sufficient to be considered "conspicuously displayed" for purposes of the ordinance.*

*Solicitors who want to solicit door-to-door in communities or neighborhoods should contact the specific HOA to inquire about the specific solicitation policies or signage within each HOA. Solicitors who choose to solicit door-to-door in communities or neighborhoods with unclear or partial signage do so at their own risk. The Sammamish*

*Municipal Code prohibits solicitation on “premises” where a “no soliciting” sign is “conspicuously displayed.”*

- You may only solicit between the hours:  
9:00 am and 7:00 pm on Monday through Friday  
10:00 am to 5:00 pm on Saturday and Sunday
- Even if your organization is exempt from the licensing fees you must follow all of the above requirements (must keep exempt license on your person and only solicit during allowed hours)
- Any solicitor violating these regulations may be subject to suspension or revocation of their license, a fine, or misdemeanor charges.