



CENTRAL PERMIT OFFICE
201 E. Washington Street, Room 101
Syracuse, New York 13202
315.448.4715

Stephanie A. Miner, Mayor

Information Regarding Changes to Peddler and Solicitor Ordinances

- A peddler is defined as an individual who sells or offers for sale any food, goods, wares, merchandise or services within the City of Syracuse.
- A solicitor is defined as a person or entity who, by going house to house or business to business, sells or offers for sale any food, goods, wares, merchandise or services now or in the future.
- Both peddlers and solicitors require licenses from the City of Syracuse. Not-for-profit or charitable organizations are exempt from the license requirements as are legally blind individuals.
- When solicitors or solicitors' assistants apply for a license, they will be subject to a criminal background check conducted by the City in accordance with New York State law.
- Peddlers will apply for the location or locations requested on their application. The approval or denial of specific locations is at the discretion of the Commissioner of Public Works.
- An applicant for a peddler's or solicitor's license who is denied may request a hearing in writing to the Commissioner of Finance within fifteen days of being notified of the denial.
- Peddler's licenses are \$75 per month, \$50 per week, and \$20 per day. If a peddler utilizes an assistant for their operations, the assistant must get an assistant's badge, which costs \$25 per month, \$10 per week, or \$5 per day.
- Solicitor licenses are \$350 per year per individual or entity that is or has representatives performing solicitation. Each representative performing solicitation for that entity or assisting said individual in his or her solicitation must apply for a solicitors' assistant badge, at a cost of \$100 per assistant.
- Honorably discharged veterans are exempt from the application fees for both peddler and solicitor licenses.



- Solicitors are only allowed to solicit at the front door of a property that faces the street.
- The Central Permit Office will keep a “Do Not Solicit List” comprised of residents and businesses who do not wish to have solicitors come to their door. Solicitors and solicitors’ assistants may not solicit properties on this list. To be added to the list, residents and businesses can call (315)-448-8474 or email BusinessLicense@syrgov.net. Solicitors also may not solicit properties where a sign has been posted stating “No Solicitors” or something or similar import.
- All solicitors and peddlers will be given badges once they have received a license to perform the stated activity. That badge must be clearly visible on the individual.
- Hours of operation for peddlers and solicitors are restricted to 8 AM to 9 PM in the right of way (on City property such as sidewalks) or 10 AM to 6 PM in residential neighborhoods.