



**COMMUNITY DEVELOPMENT DEPARTMENT
BUSINESS LICENSE DIVISION**

1700 W. 162nd Street, Gardena CA 90247

TEL: (310) 217-9518 **EMAIL:** CDDLicenseandPermitCenter@cityofgardena.org

Notice of Intention to Solicit for Charitable or Religious Purposes

Title 5, Chapter 28 of the Gardena Municipal Code (GMC) requires that this application be filed at least fifteen (15) days prior to solicitation unless a shorter time is allowed by the City Manager. Fill in each blank space and write "N/A" when appropriate. Make sure the notice is complete in all details and signed by an authorized officer of the organization. Use additional sheets, if necessary.

Complete Name of Organization	When Organized	Phone No.
Address		
Applicant Name		Phone No.
Address		

Hereby notifies the City of Gardena of its intention to:

Conduct (state the kind of benefit, sale, bazaar, or exhibition)			
And/or solicit (indicate the kind of donation that will be solicited)			
Goal set:	Local (in \$)	State (in \$)	National (in \$)
Is this a benefit, dance, entertainment, or rummage sale? If yes, please specify which:			
If yes, address of location			Date
Solicitation start date		Solicitation end date	
Intended for			
Solicitation by means of <input type="checkbox"/> Paid Solicitors <input type="checkbox"/> Volunteer Solicitors <input type="checkbox"/> Box Office Sales <input type="checkbox"/> Mail <input type="checkbox"/> Newspaper Campaign <input type="checkbox"/> Radio and/or TV <input type="checkbox"/> Other Method:			
Financial institution where solicited funds will be deposited or invested			
Type of accounting records of funds received that will be kept and where			
Percentage of amount collected payable to manager(s)/promoter(s) of the solicitation or benefit			
Percentage of amount collected payable in commissions to solicitors			



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The proportion of the contributions available for the specific charitable or patriotic purposes named in the Notice of Intention is anticipated as _____ percent of gross.

Attach hereto the following:

1. The names and addresses of all persons directly interested in or who in any manner will be engaged in the solicitation.
2. A copy of the credentials that will be issued to each solicitor.

We, the undersigned, have read and are familiar with the provisions of Title 4, Chapter 23, of the GMC and before authorizing any person to solicit for the purposes named about will require him/her to be familiar with said provisions prior to making any such solicitation. In addition, we will see that the following provisions are adhered to:

1. No persons under the age sixteen (16) will be used as solicitors without proper supervision by a responsible adult over the age of 18 years.
2. No solicitation shall be conducted during any hours of the day other than between 9:00 a.m. and 8:00 p.m., and that no solicitation shall be conducted on Sunday before noon.

The signature of an officer is required, preferably the President:

Signature of Officer	Date
Print Name	Phone No.
Address	

To be completed by the Police Department

Approval	Disapproval
Special conditions recommended	
Remarks	
Signature of Chief of Police	Date

To be completed by the City Manager

Approval	Disapproval
Special conditions recommended	
Remarks	
Signature of City Manager	Date

Noncompliance with or violation of Title 5, Chapter 28 of the GMC is a misdemeanor punishable by a fine or imprisonment or both.