

## **HANDBILLS INFORMATION SHEET**

**Handbills and samples** --- It shall be unlawful to distribute indiscriminately to the public any cards, circulars, handbills, samples of merchandise, or any advertising matter whatsoever on any public street or sidewalk or other public place in the city; provided however, that this paragraph shall not be construed to prohibit the peddling or sale of any article or publication that may carry or be accompanied by advertising matter where a charge is made or a price paid for such article or publication.

**House to house distribution** ---It shall be unlawful to distribute indiscriminately to the public, by leaving at stores, offices or houses or residences in the city, any cards, circulars, handbills, samples of merchandise, or any advertising matter whatsoever without having first secured a permit therefore; provided however, that this paragraph shall not be construed to apply to the sale of articles by licensed peddlers or solicitors.

**Requirements:** Fill out application and bring to the City Clerk's office with a **copy** of the handbill being distributed. Upon acceptance by City Clerk or her designee, a fee for such licenses shall be **two dollars (\$2.00)** per day.

**NOTE:** It is unlawful to pass out or leave handbills on cars parked on City Streets or City parking lots. Unlawful to pass out or leave handbills on cars parked at Quincy Mall. To leave on private business parking lots or cars, must first obtain permission from the owner of that lot or business.

## **CIRCUSES INFORMATION SHEET**

**License required** --- No person, firm or corporation shall conduct or operate a circus in the city without having first obtained a license as is provided in this Article.

**Application** --- The applications for such licenses shall be made to the **City Clerk** and shall specify the place in or on which the circus is to be conducted.

**Fee** -- The fee for circus licenses shall be as follows:

Where the price of admission is over \$0.25, **one day \$200.00** and \$100.00 each additional day; and where the price of admission is \$0.25 or under, one day \$100.00 with \$50.00 for each additional day.

Street parades of circuses, one day \$75.00, excepting when the price of admission is \$0.25 or under then the fee shall be \$50.00 for one day and \$65.00 for two days.

**Provisions to be obeyed** --- It shall be the duty of every person licensed under this Article to obey the provisions of Article I of this Chapter and all other ordinance provisions relating to circuses or the premises occupied.

**Inspection** --- It shall be the duty of the Chief of Police and the Fire Chief to see that inspections as provided for in Article I of this Chapter shall be made of all circuses, circus performances and of the premises used.

**Requirements:** Fill out application and bring or send to the City Clerk's office with fee. Once accepted by City Clerk or her designee, the application is sent to the Quincy Police Department for a background check. Upon approval from the Police Department, the City Clerk or her designee will call applicant at which time they or a designee can pick up the **license**.

**Also subject to requirements of Chapter 90.120, Permits for Traveling Exotic Animals Exhibits, Circuses and Petting Zoos:**

**Permit required** ---No person, corporation or other business entity shall operate a traveling exhibit of unusual or exotic animals, circus or petting zoos without a permit issued by the Chief of Police.

**Time of application and permit** ---All permit applications must be submitted in completed form at least six (6) weeks prior to the scheduled event to the Chief of Police and shall include a permit fee of \$500. This application is available through the Police Department.

**APPLICATION FOR LICENSE**  
**City Of Quincy**

Name of applicant (Print) \_\_\_\_\_

(first) (initial) (last)  
Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address of applicant \_\_\_\_\_ Phone # \_\_\_\_\_  
(street) (city) (state) (zip)

Name of Business \_\_\_\_\_

Business address \_\_\_\_\_ Phone # \_\_\_\_\_  
(street) (city) (state) (zip)

Nature/Purpose of License \_\_\_\_\_

Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_

Corporation (if applicable) \_\_\_\_\_

State where incorporated \_\_\_\_\_ Date incorporated \_\_\_\_\_

President of Corporation \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

Vice-President of Corporation \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

Secretary of Corporation \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

Treasurer of Corporation \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

If partnership-name of partner \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

Name of Manager of Business \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address \_\_\_\_\_ Phone# \_\_\_\_\_

Has applicant, manager, of any other official(s) of this corporation been convicted of felony?  
(Circle) YES NO

If yes, indicate where arrested and list the offense(s) committed \_\_\_\_\_

Do you agree to observe all laws of the State of Illinois and ordinances of the City of Quincy:  
(Circle) YES NO

Is applicant, manager, and/or office members of the indicated corporation, of good character or reputation? (Circle) YES NO

Signature \_\_\_\_\_ Date \_\_\_\_\_

Remarks \_\_\_\_\_

**OFFICE USE BELOW**

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Date \_\_\_\_\_

City Clerk \_\_\_\_\_ Date \_\_\_\_\_