



East Buffalo Township
589 Fairground Road
Lewisburg, PA 17837
Phone: 570-523-6320

TOWNSHIP USE ONLY

Permit #

Transient Retail Merchant Permit Application

Notice: Each applicant must appear in person to obtain a permit. No sale or solicitation is permitted before the issuance of a permit.

APPLICANT INFORMATION (Must provide a Background Check Report)

Applicant: _____

Mailing Address: _____

Phone: _____ ☐ Landline ☐ Cellular SSN: _____ DOB: _____

Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

COMPANY/EMPLOYER INFORMATION

Company Name: _____

Address: _____

Supervisor: _____ Phone: _____

Description of Merchandise: _____

VEHICLE INFORMATION

Make: _____ Model: _____ Year: _____ Color: _____

License Plate #: _____ State: _____

Have you ever been arrested? _____ If yes, Where _____ When _____

Reason: _____

I certify that the above information is true and correct, and understand that any incorrect, false or misleading information will result in the revocation or denial of any permit.

Signature of Applicant _____ Date: _____

PERMIT FEE & DATES REQUESTED

Date(s) permit requested for use: _____

Cost is \$25.00 per permit, per individual person, expires after ninety (90) days from approval.

Permit Valid: _____ through _____

TOWNSHIP USE ONLY

Date Received: _____ Method of Payment: ☐ Cash \$ _____ ☐ Check # _____

Approved by: _____ Date: _____

Background Check Rec'd: _____ Driver License Check: _____

Sent to BVRPD: _____

EAST BUFFALO TOWNSHIP
ORDINANCE NO. 422

**AN ORDINANCE OF EAST BUFFALO TOWNSHIP, UNION COUNTY,
PENNSYLVANIA AMENDING CHAPTER 13, PART 2 OF THE EAST BUFFALO
TOWNSHIP CODE OF ORDINANCES DEFINING TRANSIENT RETAIL
MERCHANTS AND ESTABLISHING REGULATIONS FOR TRANSIENT RETAIL
MERCHANTS IN EAST BUFFALO TOWNSHIP, UNION COUNTY, PENNSYLVANIA.**

**BE IT ENACTED AND ORDAINED BY THE BOARD OF SUPERVISORS OF
EAST BUFFALO TOWNSHIP AND IT IS HEREBY ENACTED AND ORDAINED BY
AUTHORITY OF THE SAME AS FOLLOWS:**

SECTION 1: Chapter 13, Part 2 of The Code of Ordinances of East Buffalo Township,
Union County, Pennsylvania, is amended as follows:

§200. Definitions.

TRANSIENT RETAIL MERCHANT- Any person engaged in peddling, canvassing, soliciting, or taking of orders, either by sample or otherwise, house-to-house or upon any of the streets or sidewalks within East Buffalo Township. This term shall not include persons soliciting for charitable purposes or persons soliciting votes for elected office.

§201. Applications for License. Every Transient Retail Merchant in East Buffalo Township shall first make application at the East Buffalo Municipal Building to the Secretary of the said Township or the Township Manager, for a license. Upon such application each Transient Retail Merchant shall provide the following: name, address, previous criminal record, if any, the names of the persons or entity for whom they work if any, the type of goods, wares, and merchandise they wish to sell or the entity for whom they are soliciting, the specific dates for which they wish to sell, solicit or take orders, the make, model, color and registration

information for the vehicle(s) to be used if any. The License shall expire 90 days from the date of issuance.

(1) No license under this Part shall be transferable from one person to another, and every applicant must sign their application for a license and sign the license issued.

§202. Fee. The applicant shall pay Twenty-Five Dollars (\$25.00) per 90 days for the license. No fee shall be required for persons soliciting for charitable organizations or soliciting votes for elected office.

§203. Issuance of License. Upon making application therefore, paying the proper fee as herein specified, a license shall be issued to every Transient Retail Merchant. Such license shall contain the information required to be given upon the application therefor. Each Transient Retail Merchant shall at all times when engaged in merchandising or soliciting in the Township, carry such a license upon his/her person, and shall exhibit such license upon request to all police officers, Township officials, and/or citizens. No person shall engage in selling any product not mentioned upon such license.

§204. Prohibited Acts. Licensees are prohibited from the following procedures:

(1) No Transient Retail Merchant shall engage in merchandising or soliciting at any time on any day of the week other than from 9:00 o'clock A.M. until 5:00 o'clock P.M., Monday through Friday.

(2) No Transient Retail Merchant shall occupy any fixed location upon any of the roads, streets, alleys, or sidewalks of this Township for the purpose of merchandising or soliciting with or without a stand or counter.

§205. Supervision by Township. The Township Secretary, Township Manager, Township Roadmaster and the Police Officers shall supervise the activities of all Transient Retail Merchants.

§206. Suspension of License. The Township Secretary, Township Manager, Township Roadmaster and the Police Officers are hereby authorized to suspend any license issued under this Part when it is deemed such suspension is for the benefit of the public health, safety or morals of the citizens of the Township, or because of the violation of any of the provisions of

this Part by the license, or should it be found that the applicant for the license included any false information in the application for said license.

§207. Penalties. Violations of this Part shall be enforced by an action brought before a District Judge in the same manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure. The Township Solicitor may assume charge of the prosecution without the consent of the District Attorney as required by Pennsylvania Rule of Criminal Procedure. The fine for a violation of this Part shall not exceed \$1,000.00 and/or imprisonment to the extent allowed by law for the punishment of summary offenses.

§208. Severability. The provisions of this Part shall be severable, and if any provision thereof shall be held to be unconstitutional, invalid or illegal, by any court of competent jurisdiction, such decision shall not affect the validity of any of the remaining provisions of this Part. It is hereby declared as a legislative intent that this Part would have been enacted had such unconstitutional, invalid, or illegal provisions not been included herein.

ENACTED THIS 14 DAY OF April, 2025, by the Board of Supervisors of East Buffalo Township, Union County, Pennsylvania.

ATTEST:

BOARD OF SUPERVISORS OF
EAST BUFFALO TOWNSHIP


Secretary

BY: 
Chairman