



TOWN OF NORTH CASTLE

Town Hall - 15 Bedford Road
Armonk, New York 10504

Established 1736

ALISON SIMON
Town Clerk

Telephone: (914) 273-3321
TownClerk@northcastleny.com

CANVASSING REGISTRATION

TOWN OF NORTH CASTLE CODE CHAPTER 233

Applicant or Organization: _____ Date: _____

Address: _____

Website: _____

Contact: _____ E-Mail: _____ Phone: _____

Dates and times of canvassing: _____

List the name, address, date of birth and social security number of each person who will represent the organization.

Photocopy of Government-issued Photo ID for each Registrant and each Canvasser.

Proof of Registration with the Department of State Office of Charities Registration and/or the Attorney General Charities Bureau, if applicable.

Current Tax Status: (whether tax exempt, not-for-profit, etc.): _____

If canvassing for a Corporation, date and state of incorporation and attach a copy of the articles of Incorporation: _____

List of streets, including house address numbers, where the canvassing shall take place and the dates and times any canvassing is to take place.

Review by and written report from the North Castle Police Department are required.

Applicant Signature _____ Date: _____

Approval: _____ Date: _____
Town Clerk

§ 233-12 Canvasser registration and approval.

A. It shall be unlawful for any person to engage in the business of canvasser, as "canvass" is defined in § **233-2** of this chapter, without having first officially registered with the Town Clerk. Registrants shall complete forms provided by the Town Clerk, which shall require, but not be limited to, the following information:

- (1) The name and address of such organization, firm, association, club, corporation or partnership;
 - (2) The name, address, date of birth and social security number of such person(s) who will represent the organization;
 - (3) A photocopy of each registrant's government-issued photo ID and a photocopy of each canvasser's government-issued photo ID;
- [Amended 11-18-2015 by L.L. No. 9-2015]
- (4) Proof of registration with the Department of State Office of Charities Registration and/or the Attorney General Charities Bureau, if applicable;
 - (5) Current tax status (i.e., whether tax-exempt, not-for-profit, etc.);
 - (6) The date and state of incorporation, along with a copy of the articles of incorporation;
 - (7) A list of streets, including house address numbers, where the canvassing shall take place, and the dates and times any canvassing is to take place.

[Amended 11-18-2015 by L.L. No. 9-2015]

B. The Town Clerk and the Police Department shall investigate all registrations, once properly completed and duly signed by the applicant. After completing its investigation, the Police Department shall forward to the Town Clerk its recommendation as to whether the registrant shall be granted the permission to canvass within the Town.

C. The Town Clerk may refuse to officially register any canvasser for cause, after written notice, for the following reasons, including but not limited to:

- (1) Fraud, misrepresentation or false statement in the registration form;
- (2) Fraud, misrepresentation or false statement made in the course of canvassing activities;
- (3) Conviction of a felony or a misdemeanor which, in the judgment of the Town Clerk, renders the registrant undesirable, except by a vote of the Town Board;
- (4) Evidence of performing canvassing activities in an unlawful manner or in such a way as to breach the peace or as to endanger the public health, safety or general welfare; or
- (5) Incomplete registration form.

D. Upon receipt of a completed application, favorable report of the Police Department's investigation, and upon compliance with all the requirements of this chapter, the Town Clerk shall officially recognize the registration of the subject canvasser, specifying the particular canvassing authorized. The date of the recognition and expiration of the registration, the name and specific nature of the canvassing organization, as well as the canvasser's name and photograph, and a list of those persons engaging in canvassing in the Town shall be provided for each canvasser by its canvassing organization.

[Amended 11-18-2015 by L.L. No. 9-2015]