



Hutto Police Department  
401 W Front Street  
Hutto Texas 78634  
www.huttotx.gov

Office (512) 759-5978  
Fax (512) 846-2753

## City of Hutto

### Distributors, Peddlers, Solicitors and Itinerant Vendors FAQ

#### Article 8.04

1. **What is a “Distributor”?**

Any person who attempts only to distribute handbills, advertising flyer or printed information pertinent to political, religious or other community issues. Distributor may NOT knock on doors or attempt to make face-to-face contact with citizens.

2. **What is a “Peddler”?**

Any person who engages in commercial activities within the City limits by carrying goods or merchandise and selling or offering for sale for immediate delivery such goods or merchandise from door-to-door.

3. **What is a “Solicitor”?**

Any person who solicits or attempts to solicit, door-to-door, funds or orders for services, commercial goods, wares, merchandise, subscriptions or publications to be delivered at a future date or time.

4. **What is an “Itinerant Vendor”?**

Any person who exhibits, displays, sells or offers for sale any commodity from a stand located on public or private property or on the streets of the city.

5. **Is a permit required?**

Yes! It shall be unlawful for any person to engage in the business of distributor, peddler, solicitor or itinerant vendor within the city limits without having first obtained a permit. A permit application can be found on the City of Hutto website or at the Hutto Police Department. The requirements are as follows:

- (a) Full name and all information contained on driver's license of the applicant and each agent or employee working under the permit; including **a copy of a current driver's license for each**; (all permits)
- (b) Permanent home address and present local address of the applicant; (all permits)
- (c) Name and home office address of applicant's employer; (all permits)



Hutto Police Department  
401 W Front Street  
Hutto Texas 78634  
www.huttotx.gov

Office (512) 759-5978  
Fax (512) 846-2753

- (d) If the applicant owns or uses a motor vehicle in connection with his business, a description of such motor vehicle and the license number of same; (**all permits**)
  - (e) A brief description of the merchandise or services to be sold; (**all permits**) including sample flyers/handbills; (**peddler, solicitor, distributor permits**)
  - (f) Proposed duration of temporary sales operation; (**all permits**)
  - (g) Written permission from the owner of the land or building where the sales are to take place; (**itinerant vendor permits**)
  - (h) A copy of the applicant's Texas limited sales and use tax permit; (**all permits**)
  - (i) A copy of each person's computerized criminal history. (**all permits**)
6. **Who is exempt from having to obtaining a Distributor/Peddler/Solicitor permit?**

The following are excluded from permitting provisions:

- (a) Persons distributing non-profit pamphlets, handbills or other printed material for the purpose of disseminating news or other information of public interest;
- (b) Persons conducting fundraising activities for local non-profit organizations, qualified civic organizations or educational institutions;
- (c) Persons conducting proselytizing activities or distributing religious material or literature;
- (d) Persons engaged in a business or activity regulated under the exclusive authority of the state or federal government;
- (e) Persons engaged in business activity and going to a house or business at the express invitation of the occupant or owner of such house or business;
- (f) Canvassers who attempt only to distribute "non-advertising for profit" handbills or to solicit political support or to determine opinions or sentiments. Persons who are exempt from the permitting requirements are encouraged to notify the Police Department of the approximate dates of the door-to-door activities and the areas in which they will be working.



Hutto Police Department  
401 W Front Street  
Hutto Texas 78634  
www.huttotx.gov

Office (512) 759-5978  
Fax (512) 846-2753

7. Who is exempt from having to obtain an Itinerant Vendor permit?

- (a) Persons engaged in a business or activity which the state or federal government has exclusive authority to regulate;
- (b) Persons living in the city that will hold a garage sale; in accordance with [article 8.05.001](#);
- (c) Persons engaged in business activity at the express invitation of the occupant or owner of such house or business;
- (d) Individuals, who are engaged in, belonging to, or member of, an entity of the Hutto Independent School District; a qualified civic organization; 501c 3 non-profit organization; or religious organization, as determined by the Chief of Police, for the express purpose of fundraising, when no other permits are required. Determination of the Chief of Police may be appealed to the City Council if written notice is filed with the City Secretary within ten (10) days of said determination;
- (e) Governmental entities.

8. What are the permit fees for a Distributor?

All distributors not exempted by this ordinance shall pay a permit fee to the City of Hutto of \$25.00 for EACH PERSON OR GROUP OF PERSONS.

9. What are the permit fees for a Peddler?

All peddlers not exempted by this ordinance shall pay a permit fee to the City of Hutto of \$25.00 for EACH PERSON permitted. The permit is valid for 90 days.

10. What are the permit fees for a Solicitor?

All solicitors not exempted by this ordinance shall pay a permit fee to the City of Hutto of \$25.00 for EACH PERSON permitted. The permit is valid for 30 days.

11. What are the permit fees for an Itinerant Vendor?

- (a) 14 day permit: \$25.00 fee
- (b) 30 day permit: \$35.00 fee
- (c) 90 day permit: \$75.00 fee
- (d) 180 day permit: \$100.00 fee



Hutto Police Department  
401 W Front Street  
Hutto Texas 78634  
[www.huttotx.gov](http://www.huttotx.gov)

Office (512) 759-5978  
Fax (512) 846-2753

12. Where do I obtain a copy of my criminal history?

The Texas Department of Public Safety Driver License office  
<https://records.txdps.state.tx.us/DpsWebsite/CriminalHistory/>

13. Where do I obtain a Texas Sales and Tax Use permit?

The Texas Comptroller of Public Accounts  
<http://www.window.state.tx.us/taxinfo/sales/>

**PLEASE REFER TO THE CITY WEBSITE FOR CITY ORDINANCES  
REGULATING YOUR DETAILED PERMIT REQUIREMENTS OR REQUEST A  
COPY AT THE HUTTO POLICE DEPARTMENT. FAILURE TO MAKE  
YOURSELF AWARE OF THESE REQUIREMENTS DOES NOT EXEMPT YOU  
FROM ABIDING BY THE ORDINANCE.**