

**ORDINANCE NO. 1688**

**AN ORDINANCE AMENDING THE 2017 MUNICIPAL CODE OF THE CITY OF COLBY, KANSAS, CHAPTER 5 SOLICITORS, CANVASSERS, PEDDLERS; ARTICLE 1, SECTIONS §5-103: SAME; APPLICATION REQUIRED, §5-106: SAME; INVESTIGATION FEE, AND §5-107: LICENSE FEE; TIME LIMITS; EXEMPTIONS.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF COLBY, KANSAS:**

**SECTION 1.** The Code of The City of Colby, Kansas, 2017, Chapter 5, Article 1, Sections §5-103, §5-106, and §5-107 is hereby amended as follows:

**§ 5-103 SAME; APPLICATION REQUIRED.**

Before the City Clerk may issue any license required by this article, he or she shall require a sworn application in writing prepared in duplicate on a form to be supplied by the City Clerk that shall give the following information:

- (a) Name and description of applicant;
- (b) Permanent home address and full local address of applicant;
- (c) Identification of applicant including driver's license number, date of birth, expiration date of license and description of applicant;
- (d) Identification of vehicle used by applicant including license and Certificate of Vehicle Insurance therefore used by applicant in conducting his or her business;
- (e) Certificate of Liability Insurance in the amount of \$1,000,000 with the City of Colby named as the Policy Holder and a brief description of the nature of the business to be carried on or the goods to be sold and the length of time such applicant has been engaged in the business;
- (f) If employed, the name and address of the employer, together with credentials establishing such relationship, including the authority by the employer authorizing the applicant to represent the employer in conducting business;
- (g) The length of time that business is proposed to be carried on;
- (h) The place where services are to be performed or where the goods or property proposed to be sold or orders taken for the sale thereof are manufactured or produced, where such goods or products are located at the time the application is filed and the proposed method of delivery;
- (i) A photograph of the applicant, taken within 90 days prior to the date of making application which picture shall be at least two inches by two inches showing the head and shoulders of the applicant in a clear and distinguishing manner; or, in lieu thereof, the fingerprints of the applicant may be taken by the Chief of Police and filed with the application;

(j) A statement as to whether or not the applicant has within two years prior to the date of the application been convicted of any crime, misdemeanor (other than minor traffic violations) or violation of any municipal law regulating peddlers, solicitors or canvassers and giving the nature of the offenses, the punishment assessed therefore, if any, and the city and state where conviction occurred; and

(k) The applicant's state sales tax number.  
(Ord. 1688, Passed 3-4-2025)

**§ 5-106 SAME; INVESTIGATION FEE. SEE §5-107 "LICENSE FEE; TIME LIMITS' EXCEPTIONS"**

(Ord. 1688, Passed 3-4-2025)

**§ 5-107 LICENSE FEE; TIME LIMITS; EXEMPTIONS.**

(a) Except as provided in division (c) below, the fee for the license required pursuant to § 5-102 of this article shall be in the amount of \$30, that the licensee shall operate within the city limits. This \$30 fee is good through the end of the year.

(b) Any such license granted upon application as required hereinabove shall be limited to and effective only on the days set out in the license. Solicitation or sales by any peddler, solicitor or canvasser shall be conducted only between the hours of 8:00 a.m. and 9:00 p.m.

(c) Persons and firms not having a permanently established place of business in the city, but having a permanently established house-to-house or wholesale business shall receive a license as required by § 5-102 of this article upon the payment of \$30 for any year, and may make solicitations or sales only between the hours of 8:00 a.m. and 9:00 p.m., or upon invitation at any hour.

(d) No license fee shall be required of:

(1) Any person selling products of the farm or orchard actually produced by the seller;

(2) Any businesses, trades or occupations that are part of fairs or celebrations sponsored by the city or any other governmental subdivision, or the state, or when part of all of the expenses of the fairs or celebrations are paid for by the city, any other governmental subdivision or the state; and

(3) Any not-for-profit or charitable organization as determined by the governing body.  
(K.S.A. 12-1617) (Ord. 1688, Passed 3-4-2025)

**SECTION 2.** The 2017 Municipal Code of The City of Colby, Kansas, Chapter 5, Article 1 Solicitors Canvassers, Peddlers, Sections §5-103, §5-106, and §5-107 is here by amended.

**SECTION 3.** This Ordinance shall be in full force and effect from and after its publication in the official city paper as provided by law.

**PASSED** by the Governing Body and approved by the mayor this 4<sup>th</sup> day of March, 2025.

---

Lee Leiker, Mayor

ATTEST:

---

Joni L. Ketchum, City Clerk

Seal