

## STAFF

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## "Do Not Knock" Registry

The Do Not Knock Registry works similarly to a "Do Not Call" list and prohibits solicitation at addresses where residents and business persons have notified the City's Finance Department that soliciting is not permitted on their premises.

The Registry is updated every 30 days and all solicitors are required to obtain a list of the registry on the first of each month from the Finance Department.

## How To Register Your Address

If you would like your address to appear on the Do Not Knock Registry list, please complete and mail the application form below. Your registration will be effective on the first day of the month following your registration and must be renewed annually.

- [Do Not Knock Registry Application \[PDF\]](#)



## "No Solicitation" Signs & Stickers

Signs and Stickers are not required for people listed on the Registry, but they may be helpful in preventing unwanted solicitors. A variety of signs and stickers are available for purchase at City Hall:

- Plaque (3.5-inch x 9-inch) - \$4.00
- Sign with 4-foot wooden stake - \$6.00
- Sticker (4-inch x 4-inch) - \$3.00
- Window Cling - \$2.75

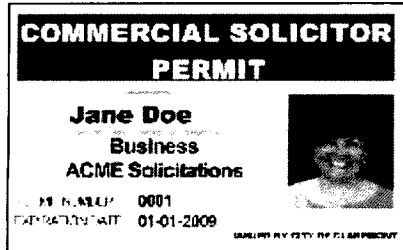
**Report Solicitor Violations Immediately!**  
Contact the [Police Department](#)

# Do Not Knock Registry Application

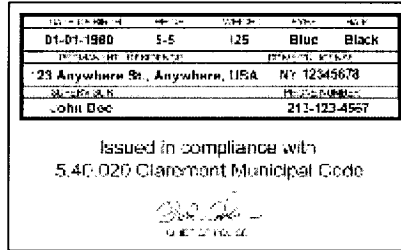
In accordance with Municipal Code 5.40.070, all persons, businesses, and organizations wishing to solicit in Claremont for any money, funds, or contributions are required to obtain a permit. Upon permit approval, commercial solicitors will be issued permanent ID cards and will be required to keep them displayed at all times. Political, religious and charitable organizations are not required to obtain a permit unless the contact involves the solicitation of money, funds or contributions. **All solicitors are prohibited from soliciting at any location listed on the "Do Not Knock" Registry, or from any location with a sign posted prohibiting solicitation.**

## Sample Commercial Solicitor Permit ID

(front)



(back)



The ordinance requires all solicitors to obtain a current Do Not Knock list on the first of each month. The Do Not Knock Registry will work similarly to a "Do Not Call" list and will prohibit solicitation at registered addresses. For your protection, only addresses and expiration dates will appear on the Do Not Knock list. **If you would like your address to appear on the Do Not Knock list, please complete and mail the Registry Application form below.** Your registration will become effective on the first day of the month following registration and must be renewed annually.

The entire ordinance, as well as an overview of the program, is available online at [www.ci.claremont.ca.us](http://www.ci.claremont.ca.us), under the Doing Business menu, select the "Solicitation Permits & Do Not Knock Registry" link.

Stickers indicating inclusion on the "Do Not Knock" Registry and "No Solicitation" signs are available for purchase at City Hall. A sticker or sign is not required for those listed on the Registry, but may be helpful in preventing unwanted solicitors.

For more information, contact the Finance Department ..... (909) 399-5460  
To report a violation, contact the Police Department..... (909) 399-5411

# Do Not Knock Registry Application

*(Names will remain confidential)*

Mail to: P.O. Box 880, Claremont, CA 91711

Address: \_\_\_\_\_  
\_\_\_\_\_

Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Registration is effective on the 1st of next month and expires 12 months from the effective date.**