



Tag Day / Charitable Contribution Solicitor Application

APPLICANT INFORMATION

Group or organization sponsoring: _____

Address: _____ Phone: (____) _____

Is organization currently valid as tax exempt, 501 (C)(3)? _____ Yes _____ No

If yes, provide copy of valid ruling or determination letter with application.

Event contact person: _____

Phone number: (____) _____

e-mail: _____

GENERAL EVENT INFORMATION

Event date(s): _____ Start time: _____ am/pm End time: _____ am/pm

Rain date(s): _____ Start time: _____ am/pm End time: _____ am/pm

Purpose and Description of Event: _____

Location(s) of Solicitation: _____

Will anyone other than applicant be soliciting? _____ Yes _____ No

(If yes, please provide a separate paper listing the names, date of birth and phone number of each individual).

*****This application must be filed with the City of Sylvania Division of Police no later than 14 days prior to the event date.**

Applicant Signature

Date



CITY OF SYLVANIA
6730 Monroe St.
Sylvania, Ohio 43560

TAG DAY/CHARITABLE CONTRIBUTION
SOLICITOR PERMIT

[SMC: 311.02, 705.04, 1519.02]

Group or organization sponsoring: _____

Address: _____ Phone: () _____

Event contact person: _____

Phone number: () _____ e-mail: _____

Conditions Required for event:

Date: _____

Times: _____

Solicitors must have issued card or copy of this permit on their person while soliciting.

The issuance of this permit DOES NOT grant permission for the applicant to conduct this activity on any private or public property. The applicant must obtain permission from the private property owner to conduct this activity on private property.

It is a violation of Sylvania Municipal Code 735.03 (e) to peddle, solicit or canvass at any residence, house, apartment, business or other dwelling in the city upon which there is posted a notice indicating - no peddlers, solicitors, canvassing or words of similar import.

Approved _____ Date _____
Director of Public Safety

Permit is not valid until signed by the Director of Public Safety

735.01 DEFINITIONS.

* * *

- (d) "Tag Day" is a day on which contributions are solicited for a charity and small tags are given in return.
 - (e) "School System" means any and all public, parochial, private, charter, preschool, elementary school, junior high school, high school and college preparatory school as are licensed as schools or educational institutions under the laws of the State of Ohio and have a physical location within the City of Sylvania.
 - (f) "Charitable" relates to the assistance of those in need.
 - (g) "Contribution" means the promise, pledge, or grant of any money or property, financial assistance, or any other thing of value in response to solicitation.
- (Ord. 74-2025. Passed 7-21-2025.)

735.02 SALES ON PUBLIC PROPERTY PROHIBITED.

No person shall on any public street, alley, drive, lane, thoroughfare, right-of-way, court, highway, boulevard or on the sidewalks thereof, solicit for charitable contributions or for the sale of any merchandise, wares, goods, foods, periodicals or other articles of value for present or future delivery. (Ord. 74-2025. Passed 7-21-2025.)

* * *

735.06 TAG DAY; PERMIT TO SOLICIT CHARITABLE CONTRIBUTIONS.

- (a) Certain charitable organizations may apply for and obtain a permit to solicit contributions in the City of Sylvania. The Director of Public Safety shall prescribe a form and receive applications to solicit contributions within the City.
- (b) An application may be made only by:
 - 1. A charitable organization that has received from the Internal Revenue Service a currently valid ruling or determination letter recognizing the tax-exempt status of the organization pursuant to Section 501(c)(3) of the Internal Revenue Code, as amended. Said Internal Revenue Service ruling or determination and statement of good standing must be attached to the application.
 - 2. Solicitors on behalf of school systems as defined.
- (c) An application to solicit in the City of Sylvania must be submitted no less than fourteen (14) days in advance and shall state the date and times for which the permit is sought. A permit under this section shall not be issued to a charitable organization for more than one day each calendar year.
- (d) If an organization desires to place a number of solicitors in the City simultaneously, they may make a group application to cover all of them; however, they must provide names, dates of birth and phone numbers for all persons participating as solicitors. A separate card will be issued to each solicitor as proof of registration to be carried with them while soliciting.

"Exhibit A"

ORDINANCE NO. 74-2025

**AMENDING PART SEVEN – BUSINESS REGULATION CODE OF THE
CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, BY
AMENDING CHAPTER 735 – CANVASSERS AND SOLICITORS; AND
DECLARING AN EMERGENCY.**

WHEREAS, the Chief of Police has recommended that Part Seven – Business Regulation Code be amended to amend Chapter 735 – Canvassers and Solicitors to provide for tag day rules and regulations; and,

WHEREAS, Sylvania Codified Ordinance Chapter 735 shall be amended as set forth on “Exhibit A” attached hereto.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, 5 members elected thereto concurring:

SECTION 1. That Chapter 735 – Canvassers and Solicitors of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached “Exhibit A.”

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to this Chapter should be provided for immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by this Charter.

Vote on passage as an emergency: Yeas 5 Nays 0

Passed, July 21, 2025, as an emergency measure.



President of Council

ATTEST:

Dana Smith
Clerk of Council

APPROVED:

Mark W. Fyfe
Mayor

July 21, 2025
Date

APPROVED AS TO FORM:

Joshua B. King
Director of Law

TAG DAY/CHARITABLE CONTRIBUTIONS SOLICITOR

ORGANIZATION: _____

PURPOSE: _____

NAME: _____

DATE VALID: _____

Time valid: 9AM until 8PM or one half hour after sunset,
whichever is later

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