

St. Joseph, Missouri Police Department



DIRECTIVE TYPE: SPECIAL ORDER		INDEX NUMBER: SO 0301
SUBJECT: SOLICITATION PERMITS		
ISSUE DATE: JULY 22, 2003		AMENDS/RESCINDS: SOP #1
REVISIONS: 7/16/04, 7/04/05, 7/21/06		DISTRIBUTION: A (All)

I. POLICY:

St. Joseph municipal code section allows members of charitable organizations to solicit donations from motorists. The Department is committed to ensuring the safety of all involved and facilitating the smooth flow of traffic at the intersections affected, while still allowing charitable organizations enough freedom to collect donations.

II. REQUEST PROCEDURE

Groups that wish to obtain permits may do so by applying in person at the Police Department at least 30 days prior to the expected date of solicitation. Permits will be issued in a timely manner.

A. LOCATIONS

Solicitation will be allowed at the seven following locations:

1. 31st Street and Messanie Street
2. 6th Street and Messanie Street
3. South Noyes Blvd. And Mitchell Avenue
4. 22nd Street and Garfield Avenue
5. 28th Street and Lafayette Street
6. 2nd Street and Cherry Street
7. Beck Road and 36th Street

B. RESTRICTIONS

1. No single organization may occupy more than two (2) intersections per day. Permits will be issued on a first-come-first-serve basis. Once a permit is issued and a location assigned, no changes or transfers may be made without the permission of the Chief of Police.

2. A valid not-for-profit tax exempt letter must accompany each request for a solicitation permit.
3. A hold-harmless waiver of liability is included as part of the application and must be signed by an authorized representative of the group and kept on file at the Police Department.
4. Permits are contingent upon weather and other limiting conditions and may be revoked by any police supervisor for safety reasons or other violations of this SOP. The Watch Commander or Commander shall be notified when a supervisor takes action to revoke a permit.
5. All lawful orders of any police officer must be obeyed. Solicitors will stand at the curb and avoid the regularly traveled portion of the roadway as much as possible
6. All solicitors must wear high-visibility safety vests while at the intersection for the purposes of soliciting donations.

Any violation(s) of this order will result in an immediate withdrawal of the solicitation permit and may affect future requests for permits.

Chris Connally, Chief of Police

Date