



Solicitation Permit Application Checklist

Congratulations on deciding to do business in the City of Greenville. Please follow these instructions.

- Solicitation permits are only granted to non-profit organizations or groups conducting solicitation events on behalf of a non-profit organization.
- Please pay the non-refundable application fee to Financial Services at City Hall, 200 West Fifth Street, Greenville. The amount is listed in the Manual of Fees. Attach a copy of the receipt.
- If the solicitation is on private property, submit written documentation granting permission from the property owner. Solicitation on the roadway is strictly prohibited.
- Submit the completed packet (including the completed application) to the police department with attention to the GPD Strategic Services Lieutenant.

Next steps in the process:

- The police chief will review the application.
- The applicant will be contacted about the final status of the permit.

Any questions during the process should be directed to the GPD Strategic Services Lieutenant.