

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 25-145**

**RESOLUTION MODIFYING RESOLUTION 16-32 ADOPTING THE ATTACHMENT TO
REGULATE TRANSIENT VENDORS CONDUCTING BUSINESS
WITHIN FAIRFIELD TOWNSHIP.**

WHEREAS: the Board of Trustees of Fairfield Township, Ohio, desires to protect the residents of the township from transient vendors and other uninvited door-to-door solicitors in consumer-related transactions; and

WHEREAS: the Board of Trustees believes that it is in the best interest of the citizens of Fairfield Township and further believes that it will promote the health, safety and welfare of the residents of Fairfield Township to regulate transient vendors within the territory of Fairfield Township; and

WHEREAS: Ohio Revised Code § 505.94 authorizes the Board of Trustees of Fairfield Township to regulate transient vendors within the township; and

WHEREAS: Fairfield Township has enacted in the past Resolution No. 93-27, Resolution No. 03-02, and Resolution No. 16-32, which sought to regulate transient vendors within the township; and

WHEREAS: the Board of Trustees, in the interest of the safety and general welfare of the community, had replaced the prior resolutions with the attachment adopted on March 9, 2016;

WHEREAS: the Township wishes to add a penalty section to the attachment that was adopted in 2016.

BE IT RESOLVED, by the Trustees of Fairfield Township, Butler County, Ohio, by authority of Ohio Revised Code § 505.94, that:

SECTION 1: The Board of Trustees, hereby, adopt Resolution No. 25-145 and attachment, to reflect how transient vendors can obtain a license and conduct business within Fairfield Township.

SECTION 2: This resolution and Attachment supersede and replaces Resolution No. 93-27, Resolution 03-02 in its entirety and modifies Resolution 16-32.

SECTION 3: Whoever violates this Resolution, will be guilty of a misdemeanor as set forth in ORC 505.99.

SECTION 4: If any Vendor or Representative of the Vendor has been found by a Court of competent jurisdiction to have violated this Resolution, the Vendor license shall be revoked, and the Vendor shall not be permitted to receive another permit for one year from the date of such finding.

SECTION 5: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 6: This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 7: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including § 121.22 of the Ohio Revised Code.

SECTION 8: This resolution shall take effect at the earliest period allowed by law.

Effective: November 12, 2025.

Board of Trustees

Michael Berding: 

Shannon Hartkemeyer: 

Joe McAbee: 

Vote of Trustees

yes
yes
yes

AUTHENTICATION

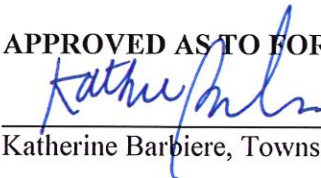
This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer, this 12th day of November, 2025.

ATTEST:



Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:



Katherine Barbieri, Township Law Director

ATTACHMENT

1. As used in this resolution, "Transient vendor" means any person who opens a temporary place of business for the sale of goods or who, on the streets or while traveling about the township, sells or offers for sale goods, or solicits orders for future delivery of goods where payment is required prior to the delivery of the goods, or attempts to arrange an appointment for a future estimate or sales call.
2. As used in this resolution, "Transient vendor" does not include any person who represents any entity exempted from taxation under section 5709.04 of the Revised Code, that notifies the board of township trustees that its representatives are present in the township for the purpose of selling or offering for sale goods, or soliciting orders for future delivery of goods, or attempting to arrange an appointment for a future estimate or sales call, and does not include a person licensed under Chapter 4707 of the Revised Code.
3. As used in this resolution, "goods" means goods, wares, services, merchandise, periodicals, and other articles or publications.
4. "Transient Vendors" are required to apply for a transient vendor permit with Fairfield Township. Transient vendor must pay a fee set from time to time by the Fairfield Township Trustees and must show proof of a vendor's license for the retail sale of tangible personal property issued by the Department of Taxation, State of Ohio, and sales tax division. The current fee is \$25.00.
5. Any person that desires to obtain a transient vendor permit from Fairfield Township must submit:
 - (1) The name, address, and telephone number of the applicant;
 - (2) An application fee of twenty five dollars (\$25.00);
 - (3) A background check;
 - (4) A completed application to Fairfield Township.
6. Any application for a transient vendor permit shall be on forms provided by Fairfield Township. Fairfield Township will issue the permit if:
 - (1) All of the statements made in the application are true;
 - (2) The applicant has provided a valid identification card;
 - (3) The applicant has not been convicted of a felony or misdemeanor involving force, violence fraud, theft, or a sexually-oriented offense in the last (5) years.
7. Any person who represents an entity exempted from taxation under Section 5709.04 of the Ohio Revised Code that notifies the Fairfield Township that its representatives are present in the township for the purpose of selling, offering for sale, or soliciting orders for future delivery of goods or attempting to arrange, an appointment for a future estimate or sales call shall be exempt from the transient vendor regulations herein.
8. No person shall vend for any purpose, charitable or otherwise, unless such a person has obtained a license from the township or unless the person is "canvassing." Canvassing is the house-to-house distribution of ideas, pamphlets, literature, and the like, or the collection of signatures or support for any purpose or cause. This includes requesting contributions when such requests are made in conjunction with the house-to-house distribution of ideas, pamphlets, literature, or the collection of signatures or support of any purpose or cause. Canvassing is not considered a form of transient vending.
9. A transient vendor permit is valid for a period of ninety days after the date of issuance and may be renewed in advance of expiration. A permit can be revoked by the Township if the holder is found to have misrepresentations in the application or is convicted of a felony or misdemeanor involving force, violence fraud, theft, or a sexually-oriented offense.
10. The transient vendor's permit and or an identification badge must be displayed by each individual, a temporary place of business, or while on the street or while traveling about the township, during their efforts to sell, offer for sale, or solicit orders for sale of goods, merchandise and or wares.
11. No transient vendor shall operate within Fairfield Township outside the hours of 9:00 am to 6:00 pm, Monday through Saturday. Transient vendors are prohibited on Sunday.

12. Fairfield Township shall maintain a do-not-solicit list. Any property owner, or tenant if the property is leased, may elect to add or remove his or her residence to or from the list, at any time, by calling or visiting the Township's offices. Every person who elects to add his or her residence to the do-not-solicit list shall be required to re-register such residence every five (5) years.
13. Fairfield Township shall provide a copy of the do-not-solicit list to each person issued a transient vendor permit. No transient vendor shall enter onto the property of any residence listed on the do-not-solicit list.
14. No permit holder shall knock at the door or ring the doorbell of any residence, apartment, or other dwelling unit in the Township upon which is clearly displayed at the entrance a notice that reads "NO SOLICITING" or that otherwise clearly purports to prohibit peddlers, contact canvassers, vendors, solicitors, or persons requesting contributions, unless such person is or has been invited upon the premises by the occupant thereof.
15. ***Penalty: Whoever violates Resolution No. 2025-145 will be guilty of a misdemeanor as set forth in ORC 505.99. If a solicitor, Vendor, or Representative has been issued a citation and then either paid the citation or the citation has been adjudicated with a guilty finding, then the license will be revoked and the Vendor will not be allowed to get another permit for a period of one (1) year.***
16. ***Penalty: In addition, any solicitor, Vendor, or Representative that solicits at a residence with a No Soliciting Decal, any residence on the Do Not Solicit List on file with their application, or any other sign that indicates no soliciting will be prosecuted for criminal trespassing.***

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 16-32**

**RESOLUTION ABOLISHING RESOLUTION NO. 93-27 AND RESOLUTION NO. 03-02
AND ADOPTING THE ATTACHMENT TO REGULATE TRANSIENT VENDORS
CONDUCTING BUSINESS WITHIN FAIRFIELD TOWNSHIP.**

WHEREAS: the Board of Trustees of Fairfield Township, Ohio, desires to protect the residents of the township from transient vendors and other uninvited door-to-door solicitors in consumer-related transactions; and

WHEREAS: the Board of Trustees believes that it is in the best interest of the citizens of Fairfield Township and further believes that it will promote the health, safety and welfare of the residents of Fairfield Township to regulate transient vendors within the territory of Fairfield Township; and

WHEREAS: Ohio Revised Code § 505.94 authorizes the Board of Trustees of Fairfield Township to regulate transient vendors within the township; and

WHEREAS: Fairfield Township has enacted in the past Resolution No. 93-27 and Resolution No. 03-02, which sought to regulate transient vendors within the township; and

WHEREAS: the Board of Trustees, in the interest of the safety and general welfare of the community, replaces the prior resolutions with the following attachment;

BE IT RESOLVED, by the Trustees of Fairfield Township, Butler County, Ohio, by authority of Ohio Revised Code § 505.94, that:

SECTION 1: The Board of Trustees, hereby, adopt Resolution No. 16-32 and attachment, to reflect how transient vendors can obtain a license and conduct business within Fairfield Township.

SECTION 2: This resolution and Attachment supersedes and replaces Resolution No. 93-27 in its entirety.

SECTION 3: This Resolution and Attachment supersedes and replaces Resolution No. 03-02 in its entirety.

SECTION 4: This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 5: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including § 121.22 of the Ohio Revised Code.

SECTION 6: This resolution shall take effect at the earliest period allowed by law.

Effective: March 9, 2016

ATTACHMENT

1. As used in this resolution, "Transient vendor" means any person who opens a temporary place of business for the sale of goods or who, on the streets or while traveling about the township, sells or offers for sale goods, or solicits orders for future delivery of goods where payment is required prior to the delivery of the goods, or attempts to arrange an appointment for a future estimate or sales call.
2. As used in this resolution, "Transient vendor" does not include any person who represents any entity exempted from taxation under section 5709.04 of the Revised Code, that notifies the board of township trustees that its representatives are present in the township for the purpose of selling or offering for sale goods, or soliciting orders for future delivery of goods, or attempting to arrange an appointment for a future estimate or sales call, and does not include a person licensed under Chapter 4707 of the Revised Code.
3. As used in this resolution, "goods" means goods, wares, services, merchandise, periodicals, and other articles or publications.
4. "Transient Vendors" are required to apply for a transient vendor permit with Fairfield Township. Transient vendor must pay a fee set from time to time by the Fairfield Township Trustees and must show proof of a vendor's license for the retail sale of tangible personal property issued by the Department of Taxation, State of Ohio, and sales tax division. The current fee is \$25.00.
5. Any person that desires to obtain a transient vendor permit from Fairfield Township must submit:
 - (1) The name, address, and telephone number of the applicant;
 - (2) An application fee of twenty five dollars (\$25.00);
 - (3) A background check;
 - (4) A completed application to Fairfield Township.
6. Any application for a transient vendor permit shall be on forms provided by Fairfield Township. Fairfield Township will issue the permit if:
 - (1) All of the statements made in the application are true;
 - (2) The applicant has provided a valid identification card;
 - (3) The applicant has not been convicted of a felony or misdemeanor involving force, violence fraud, theft, or a sexually-oriented offense in the last (5) years.
7. Any person who represents an entity exempted from taxation under Section 5709.04 of the Ohio Revised Code that notifies the Fairfield Township that its representatives are present in the township for the purpose of selling, offering for sale, or soliciting orders for future delivery of goods or attempting to arrange, an appointment for a future estimate or sales call shall be exempt from the transient vendor regulations herein.
8. No person shall vend for any purpose, charitable or otherwise, unless such a person has obtained a license from the township or unless the person is "canvassing." Canvassing is the house-to-house distribution of ideas, pamphlets, literature, and the like, or the collection of signatures or support for any purpose or cause. This includes requesting contributions when such requests are made in conjunction with the house-to-house distribution of ideas, pamphlets, literature, or the collection of signatures or support of any purpose or cause. Canvassing is not considered a form of transient vending.
9. A transient vendor permit is valid for a period of ninety days after the date of issuance and may be renewed in advance of expiration. A permit can be revoked by the Township if the holder is found to have misrepresentations in the application or is convicted of a felony or misdemeanor involving force, violence fraud, theft, or a sexually-oriented offense.
10. The transient vendor's permit and or an identification badge must be displayed by each individual, a temporary place of business, or while on the street or while traveling about the township, during their efforts to sell, offer for sale, or solicit orders for sale of goods, merchandise and or wares.
11. No transient vendor shall operate within Fairfield Township outside the hours of 9:00 am to 6:00 pm, Monday through Saturday. Transient vendors are prohibited on Sunday.

12. Fairfield Township shall maintain a do-not-solicit list. Any property owner, or tenant if the property is leased, may elect to add or remove his or her residence to or from the list, at any time, by calling or visiting the Township's offices. Every person who elects to add his or her residence to the do-not-solicit list shall be required to re-register such residence every five (5) years.
13. Fairfield Township shall provide a copy of the do-not-solicit list to each person issued a transient vendor permit. No transient vendor shall enter onto the property of any residence listed on the do-not-solicit list.
14. No permit holder shall knock at the door or ring the doorbell of any residence, apartment, or other dwelling unit in the Township upon which is clearly displayed at the entrance a notice that reads "NO SOLICITORS" or that otherwise clearly purports to prohibit peddlers, contact canvassers, vendors, solicitors, or persons requesting contributions, unless such person is or has been invited upon the premises by the occupant thereof.

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 03-02**

**RESOLUTION AMENDING RESOLUTION NO. 93-27 TO REFLECT CHANGES
TO TRANSIENT VENDORS CONDUCTING BUSINESS
WITHIN FAIRFIELD TOWNSHIP AS ATTACHED,
AND DISPENSING WITH THE SECOND READING.**

WHEREAS: Resolution No. 93-27 requires transient vendors as defined in RC505.94 to register at the Fairfield Township Administration office with the Administrator and the Chief of Police;

WHEREAS: A permit will be issued which must be available for review at all times during solicitation; and

WHEREAS: Frequent complaints are received from residents for loss of privacy; and

WHEREAS: In interest of the welfare of the community, Fairfield Township adds the following changes: See attachment

BE IT RESOLVED, by the Trustees of Fairfield Township, Butler County, Ohio by authority of Chapter 504 of the Ohio Revised Code, that:

SECTION 1:

The Board of Trustees, hereby, approves amending Resolution No. 93-27 to reflect added changes transient vendors can conduct business within Fairfield Township as attached.

SECTION 2:

The Trustees of Fairfield Township do hereby dispense with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and do authorize the adoption of this resolution upon its first reading.

SECTION 3:

This resolution shall take effect at the earliest period allowed by law.

First Reading: January 14, 2003

Second Reading: Suspended

Effective: February 14, 2003

Vote of Trustees

Joe McAbee: Yes

Steve Morgan: Yes

Mark Sutton: Yes

AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Clerk, this _____ day of _____, 2003.

Fairfield Township Clerk

Attachment

- Non monetary solicitors including religious organizations, political communications and other non commercial groups must obtain a permit from Fairfield Township. The fee charge will be waived.
- Charitable organizations who provide proof of charitable status with reference to form 501.(C) (3) must obtain a permit from Fairfield Township. The fee charge will be waived.
- All commercial companies/organizations and/or groups who reside in Fairfield Township must obtain a permit from Fairfield Township and pay a fee charge of \$25.00.
- All commercial companies/organizations and/or groups who are non-residents of Fairfield Township are subject to a background investigation of the company and its planned solicitors. If no violations are found, a permit from Fairfield Township will be issued upon paying a fee charge of \$25.00. Only after notification of a satisfactory background check may a permit be applied for.
- All transient vendors may only solicit on weekdays from 10:00 A.M. until 4:00 P.M. and on Saturdays from 10:00 A.M. until 3:00 P.M. No Sunday or Holiday solicitation is permitted.