

**DEPARTMENT OF POLICE
THE TOWNSHIP OF MIDDLETOWN**

TOWNSHIP HALL/1 KINGS HWY
MIDDLETOWN, NJ 07748
(732) 615-2060

Thursday, August 10, 2023

INSTRUCTIONS FOR SOLICITOR ID PERMITS

- Each applicant needs \$10.00, check, or money order payable to “*Middletown Township*” to be submitted with the application.
- A copy of your valid driver’s license.
- If you are a food handler, you must also present copies of the “**Itinerant Retail Food Handler**”, license issued from the Health Department.
- You will receive a **Identogo** form with instructions to be fingerprinted via email if you submit online or when submitted in person. **Identogo** will not schedule your appointment without case number. Please read and follow instructions on this form. Please schedule this appointment as soon as possible. The response should be received by this department within 24 hours of our fingerprints being scanned.
- You will be contacted when the background is completed, and the IDs are read to be picked up if approved.
- All permits expire December 31st of the year of issuance.

For information on the fingerprinting process and location,
please contact www.uenroll.identogo.com

For any other questions, please contact Record Bureau at 732-615-2060
From 8:30am to 4:30 pm Monday thru Friday