



PERMIT #:	_____
DATE APPROVED:	_____
EXPIRATION:	_____
AMOUNT PAID:	_____

**SOLICITATION PERMIT APPLICATION  
CITY OF HENDERSON  
(903) 392-0786**

**DATE:** \_\_\_\_\_

**APPLICANT'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ **FINGER OR THUMB PRINT:** \_\_\_\_\_

**PHYSICAL DESCRIPTION: SEX** \_\_\_\_\_ **RACE** \_\_\_\_\_ **HEIGHT** \_\_\_\_\_  
**WEIGHT** \_\_\_\_\_ **HAIR COLOR** \_\_\_\_\_ **EYE COLOR** \_\_\_\_\_

**DRIVER'S LICENSE NUMBER:** \_\_\_\_\_ **STATE:** \_\_\_\_\_

**OR**

**SOCIAL SECURITY NUMBER AND OFFICIAL GOVERNMENT ISSUED PICTURE IDENTIFICATION CARD:** \_\_\_\_\_

**VEHICLE LICENSE NUMBER:** \_\_\_\_\_ **STATE:** \_\_\_\_\_

**MAKE:** \_\_\_\_\_ **TYPE:** \_\_\_\_\_ **YEAR:** \_\_\_\_\_

**COMPANY OR ORGANIZATION:**

**NAME:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**DESCRIPTION OF GOODS OR SERVICES TO BE DELIVERED:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>PERMIT FEE \$35 FOR FIRST INDIVIDUAL / \$10 ADDITIONAL UP TO THREE.</b>
--



### Release Authorization

I authorize the Henderson City Manager or his designee to make an investigation of all information contained in this application for this permit. I do hereby authorize a review, full disclosure and release of all records, including but not limited to photocopies of records concerning myself, the company or organization to any duly authorized agent of the Henderson City Manager or his designee, whether the said records are of public, private or confidential nature. I further release from all liability all persons and agencies supplying such information. I understand that a criminal history record can be obtained through the Texas Department of Public Safety and it will be my responsibility to obtain and furnish the record with this application. The driving record can also be obtained through the same office and should be attached with this application. Proof of Social Security is required and should be attached to this application. Further, I understand that you may be requesting information from various federal, state and local agencies regarding my past activities. I hereby authorize without reservation any party or agency contacted by the City of Henderson to furnish the information referenced above or requested by said City.

---

Applicant's signature

Background check completed and approved/denied: \_\_\_\_\_

---

Signature of City Manager or Designee

Instruction Sheet:

- 1) Complete application
- 2) Attach background check. <https://records.txdps.state.tx.us/DpsWebsite/CriminalHistory/>  
**Closest offices to go in person: Tyler DPS Office, 4700 University Blvd., Tyler, TX 75707; 416 Lake Lamond Rd., Longview, TX 75604**
- 3) Attach driving record.
- 4) Attach copy of Driver License and Social Security card.
- 5) Bring application fee.
- 6) For one individual, \$35. \$10 each additional individual, up to 3 per permit. For more than 3 individuals, must be approved at City Manager's discretion.
- 7) Application is good for one year, starting and ending with date of approval.