

## Business Licence Application

<b>Office Use Only:</b>		
Submission Date: _____	Received By: _____	Account Number: _____

BUSINESS INFORMATION	
Business Location: <small>(Unit, Address, City, Postal Code)</small>	
Legal Business Name:	
Operating Name:	
Mailing Address: <small>(if different than Business Location)</small>	
Email: _____	Phone: _____

APPLICANT INFORMATION	
Name: _____	
Mailing Address: <small>(Address, City, Postal Code)</small>	
Email: _____	Phone: _____

Please complete the following:	
1. Is your business name registered? (ie. Corporation, Trade Name, or Sole Proprietor)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>**If yes, please attach registration documentation from Corporate Registries.</b>	
2. Do you want a short-term licence? (valid for 4 consecutive months)	<input type="checkbox"/> Yes** <input type="checkbox"/> No
<b>**If yes, what is your proposed start date and end date?</b> _____	
3. Description of business:	
4. Number of employees:	

To be completed by businesses located WITHIN City limits:	
Will there be construction or renovations to the space as part of this application? <input type="checkbox"/> Yes** <input type="checkbox"/> No	
<b>** If yes, a Development Permit and/or Safety Codes Permits may be required.</b>	

Applicants Declaration:	
1. I acknowledge that all information in this application is correct to the best of my knowledge.	
2. I verify that I am the owner, or have received authorization from all property owner(s), to operate a business at the location provided in this application.	
3. I understand the information provided as part of this application will be used in an Online Business Directory.	
4. I verify that I am at least 18 years old, or have an agent at least 18 years of age to sign/authorize on my behalf.	
5. I acknowledge that all business operations will be in compliance with the Business Licence Bylaw, 3609/2018.	

*The granting of this Licence shall in no way relieve the owner from complying with the requirements of City of Red Deer bylaw No. 3609/2018, Business Licence Bylaw, or any other bylaws of the City of Red Deer, or other Provincial or Federal Statutes or Regulations in force.*

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Printed Name of Applicant

\_\_\_\_\_

Applicant Signature

The City of Red Deer collects personal information, including name and contact information, for the purpose of providing programs, services and contacting customers in this regard. The City of Red Deer is authorized to collect this personal information under section 33 of the Freedom of Information and Protection of Privacy Act and by section 3 of the Municipal Government Act. Please contact the Inspections & Licensing Manager at The City of Red Deer, 4914 48 Avenue, Red Deer, Alberta, or phone 403-342-8190 if you have questions about this collection of information.