

INSPECTIONS AND LICENSING DEPARTMENT

4914 – 48 Avenue, Red Deer Phone: 403-342-8182 Email: licensing@reddeer.ca PO Box 5008 Red Deer, AB T4N 3T4

Business Licence Change Request Form Please complete the applicable sections, as they pertain to the changes of your business.

CURRENT BUSINESS INFORMATION	
Business Location: (Unit, Address, City, Postal Code)	
Legal Business Name: (The name the business Income Tax is filed under)	
Operating Name:	
Account Number: Phone:	
LOCATION CHANGE	
The section below is to be completed by businesses relocating to or within the City of Re If you are moving outside City of Red Deer limits, check this box:	d Deer.
New Business Location: (Unit, Address, City, Postal Code)**	
**If the new location is a residential address, a completed Home-Based Business Licence Application form is also required.	
Will there be construction or renovations to the space as part of this relocation? ** If yes, a Development Permit and/or Safety Codes Permits may be required. Yes** No	
Proposed Date of Relocation:	
BUSINESS NAME CHANGE Ownership change requires a new application	
New Operating Name:	_
Is the new operating business name a registered Trade Name or Sole Proprietor? Yes	No
BUSINESS CONTACT CHANGES	
Name: Phone:	
Mailing Address: (Address, City, Postal Code)	
Email:	
Is the current contact to be removed? Yes No	
Please initial and sign to confirm your acknowledgement of the terms of this application.	
I confirm that all information in this Change Request Form is correct to the best of my knowledge.	
I verify that I am the owner or have received authorization from all property owner(s), to operate a business at the new location provided, if applicable.	
location provided, if applicable.	
location provided, if applicable. I verify that I have the authority to make the changes requested.	e a business at the new
location provided, if applicable. I verify that I have the authority to make the changes requested. I understand there may be a change fee applied and accept responsibility for payment. I acknowledge that all business operations will comply with the <i>Business Licence Bylaw</i> , knowi	e a business at the new

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.