

**BUSINESS LICENCE APPLICATION**

**Attention: The business information set out on this form is public information and will be released to any person who makes a request for it.**

**Personal information is protected under the following legislation:** In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, Section 28(2), this is to advise you that the personal information collected on this form will ONLY be used for the proper administration to process a business licence application.

- New Business / Change of Ownership**
                    
  **Renewal**
                    
  **Update of Information**

**Business Licence being applied for:**

- |   |  |
|---|--|
| <input type="checkbox"/> Restaurant / Refreshment Stand | <input type="checkbox"/> Kennel                              |
| <input type="checkbox"/> Public Hall                    | <input type="checkbox"/> Public Hall Non-Profit / Charitable |
| <input type="checkbox"/> Auctioneer                     | <input type="checkbox"/> Bill Poster                         |
| <input type="checkbox"/> Amusement Arcade               | <input type="checkbox"/> Theatre                             |

**Name of Business:** \_\_\_\_\_

Numbered Company Name (if applicable): \_\_\_\_\_

Business Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Starting Date of Business: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

The property was previously used as: \_\_\_\_\_

Restaurant/Refreshment Stand: Number of Tables: \_\_\_\_\_ Number of Seats: \_\_\_\_\_

Theatre: Number of Screens: \_\_\_\_\_

Amusement Arcade: Square Footage of gross usable floor area: \_\_\_\_\_

Mailing Preference:
  Business Address
                    
  Owner Address

**Business Owner's Name:** \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Owner Email Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

**I/WE** \_\_\_\_\_ **HEREBY MAKE APPLICATION FOR THE ABOVE-NOTED LICENCE AND AGREE TO OPERATE THE SAID BUSINESS IN ACCORDANCE WITH THE BY-LAWS OF THE CITY ST. CATHARINES. I/WE CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT.**

Date: \_\_\_\_\_ Signature of Business Owner: \_\_\_\_\_

## REQUIREMENTS TO BE SUBMITTED AT TIME OF APPLICATION

### **Amusement Arcade – \$0.50 per sq. ft. gross usable floor area:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Police Clearance
- Detailed Floor Plan
- Application fee
- \$87.80 Fire Inspection Fee (if applicable)

### **Auctioneer - \$53.75:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Application Fee

### **Bill Poster - \$118.25:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Application Fee

### **Kennel - \$105.50:**

- Completed Application (New Business)
- Application fee

### **Public Hall - \$166.60 / Public Hall (Non-Profit / Charitable) - \$124.75:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Hydro Inspection Certificate
- Application Fee
- \$87.80 Fire Inspection Fee (if applicable)

### **Refreshment Stand (0-2 Tables) - \$150.50:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Application Fee
- \$87.80 Fire Inspection Fee (if applicable)

### **Restaurant (3+ tables) - \$150.50:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Application Fee
- \$87.80 Fire Inspection Fee (if applicable)

### **Theatre - \$188.10 per screen:**

- Completed Application (New Business/Change of Ownership)
- Master Business Licence and/or Articles of Incorporation (New Business/Change of Ownership)
- Application Fee
- \$87.80 Fire Inspection Fee (if applicable)

**PLEASE NOTE:** If you have a Master Business Licence and Articles of Incorporation, we will require both.