



BUSINESS LICENSE APPLICATION

| |
|-------------------------|
| Reference # |
|-------------------------|

Processing Fee _____

License Fee _____ Total _____

License Category _____

New Business Name _____ Business Phone # _____

Business Address _____ Is the Bldg. Fully Built _____

Contact Name _____ Hours of Operation: _____

Mailing Address (if different from above) _____

Applicant's Name _____

Home Address _____ Home Phone #: _____

Same use? (ie: Restaurant/P. Garage) _____

Previous Business (Name if applicable) _____

No Outstanding Permits/Orders _____

Articles of Incorporation (must be attached if applicable) Yes _____

Insurance (must be attached if applicable) Yes _____

Corporate Name _____

Partnership? Yes _____ No _____ List of names of all partners: _____

Date: _____ Signature of Applicant: _____

FOR OFFICE USE ONLY

Fee Collected _____ Received by: _____

| | Date Tasked | Approved | Not Approved | Re-Submitted | Approved | Not Approved |
|--------------------|-------------|----------|--------------|--------------|----------|--------------|
| Zoning / Buildings | | | | | | |
| Property Standards | | | | | | |
| Health | | | | | | |
| Fire | | | | | | |
| Police | | | | | | |

Issued by: _____ Date: _____

Sticker given: _____ Date: _____

Information collected on this form is collected pursuant to S. 210(1), (5) and (11) of the Municipal Act, R.S.O. 1990, c.m.45, as amended, and is necessary to process a business license application. For MFIPPA inquiries, call 580-2424, 21898. For Business License inquiries, call 580-2424, 41506 or, write to: City of Ottawa, By-law Services, 101 Centrepointe Drive, 3rd Floor, Ottawa, Ontario, K1P 1J1.