KIMBERLEY

BC • CANADA

BUSINESS LICENCE APPLICATION FORM A (Please Print Legibly)

	Filing Date

This is an application for a (check all that apply): ☐ New Business

☐ Renewal ☐ Change of Ownership ☐ Change of Address ☐ Change of Name

Business Name	Ownership Type
Nature of Business	Number of Employees (include owners) Seasonal:
Owner(s)/Licensee(s)	
Business Location Address (including postal code)	
Mailing Address (including postal code), if different from business location	

Business Telephone Number	Business Fax Number	Business Email Address
Local Contact/Telephone No.	Emergency Telephone Number	Business Start Date

Type of Business (check all that apply and indicate total floor area for each use, indicating ft^2 or m^2):

☐ Home-based (_____) ☐ Industrial (_____) ☐ Non-resident

☐ Commercial (_____) ☐ Other (_____) ☐ Mobile

CRA Business Number	Trade Qualification Number	Are you renovating or altering the premises? ☐ Yes ☐ No

Important Notice

By submitting this Business Licence Application, the above-named applicant hereby declares that all the above information is correct and that they will comply with the bylaws and regulations of the City of Kimberley

Food and Beverage: Number of Seats _____ Accommodations: Number of Rooms or Rentals _____

Do You Plan to Erect a Sign: Yes ☐ No ☐ Do You Have a Sign Permit? Yes ☐ No ☐

A sign permit must be obtained **PRIOR** to erecting business signage! Please see Bylaw 2061 or the Planning and Development Department.

Describe any Structural Change to the Premises / Unit: _____

_____

Home Based & Mobile Business

Total Gross Area of the Home _____ ft^2 Amount of Floor Space Used by Business _____ ft^2

Are Goods, Vehicles or Equipment Stored on the Premises? Yes ☐ No ☐

If Yes, Please Describe: _____

I/WE THE UNDERSIGNED MAKE APPLICATION FOR A BUSINESS LICENCE IN ACCORDANCE WITH THE INFORMATION GIVEN AND DECLARE THE STATEMENTS ARE TRUE AND CORRECT. I/WE UNDERTAKE, IF GRANTED THE LICENCE APPLIED FOR, TO COMPLY WITH EACH AND EVERY OBLIGATION CONTAINED IN BYLAWS NOW IN FORCE OR WHICH MAY HEREAFTER COME INTO FORCE IN THE CITY OF KIMBERLEY

_____	_____	_____
Signature	Name Printed	Date

The City of Kimberley is a public body and is subject to the terms and regulations under *The Freedom of Information and Protection of Privacy Act.* Under the Act, the public can access records and information under the custody and control of the municipality and accordingly, information provided on this application will be available for public access.

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BUSINESS LICENCE APPLICATION FORM A (This Section for Office Use Only)				
Department	**Approval**	**Date**	**Comments**	**Other**
Planning				
Building Inspector				
Fire Department				
By-Law Enforcement				
License Officer				License Officer Signature
Health				Fee:
License Number		Category	Description	

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