

# Business Licence Application

Businesses operating in the District of Ucluelet are required to have a valid business license. **Completion of this form does not guarantee approval of a business licence, nor should business be commenced prior to a licence being issued.** Please fill out both pages of the application and submit with your \$25 application fee to District of Ucluelet.

## Type of Application

New Licence

Change of Owner

All other changes to business, please use the "Change In Business Application" Form – available at ucluelet.ca

## Applicant & Property Owner Information

### APPLICANT

Name: \_\_\_\_\_

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

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

Email : \_\_\_\_\_

Phone: \_\_\_\_\_

### PROPERTY OWNER

Name: \_\_\_\_\_

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

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

Email : \_\_\_\_\_

Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Location Address: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Business Email Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Business Website Address: \_\_\_\_\_

**Notice of Personal Information Collection:** The personal information on this form is being collected for the purpose of processing your application in accordance with section 26(c) of the Freedom of Information and Protection of Privacy Act. For more information about how this information will be used, please contact the Manager of Corporate Services at 250-726-7744.

**Notice of Disclosure to Applicant(s):** Your name, business name and contact information will be available to the public and may be posted on the District of Ucluelet website to allow interested parties to contact you about this application.

The undersigned owner(s) make an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Signature OR \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Authorization Letter attached to application.

### For Office Use Only

Folio No.:	Zoning:	Business Class/Nature of Business:			Number of Units:	
Department	Check/Site Inspection Required?	Approved		Date	Initial	Finance Section
Planning	Yes No	Yes	No			<b>Utility Bill Change?</b>  Yes No Comments: _____
Building	Yes No	Yes	No			
Fire	Yes No	Yes	No			
Bylaw	Yes No	Yes	No			
Other: _____	Yes No	Yes	No			

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

District of Ucluelet Approval: \_\_\_\_\_ Business Licence No: \_\_\_\_\_

