



PO BOX 40, 500 - 2 AVENUE NE
SALMON ARM, BC, V1E 4N2

CITY OF SALMON ARM
* * *
BUSINESS LICENCE APPLICATION
Pursuant to and subject to the provisions of the "Business Licence Bylaw"

TEL: (250) 803-4000
FAX: (250) 803-4041

NEW BUSINESS _____ **NEW OWNER** _____ **CHANGE OF LOCATION** _____ **MODIFY** _____

NAME OF BUSINESS _____
(indicate whether Inc., Ltd. or Proprietorship)

LICENCEE (OWNER) NAME _____

BUSINESS LOCATION (actual) _____ (cosmetic) _____

OWNER OF PROPERTY _____

BUSINESS MAILING ADDRESS _____ POSTAL CODE _____

BUSINESS PHONE: _____ EMERG.#: _____

FAX: _____ EMAIL: _____

TYPE OF BUSINESS _____

SQUARE FOOTAGE _____ # OF SEATS OR UNITS _____ # OF FULL TIME EMPLOYEES _____
[3 part-time = 1 full-time employee]

TRADE TICKET NO _____ # OF BUSINESS VEHICLES _____ PROVINCIAL VIDEO RENTAL LICENCE NO. _____

RESIDENT _____ NON-RESIDENT _____ HOME OCCUPATION _____

I / WE _____ HEREBY MAKE APPLICATION FOR A BUSINESS LICENCE IN ACCORDANCE WITH THE PARTICULARS STATED ABOVE AND DECLARE THE ABOVE IS TRUE AND CORRECT. I/WE UNDERTAKE THAT IF GRANTED THE BUSINESS LICENCE APPLIED FOR, I/WE WILL COMPLY WITH EACH AND EVERY OBLIGATION CONTAINED IN ALL LAWS AND BYLAWS IN FORCE OR WHICH MAY HEREINAFTER COME INTO FORCE IN THE CITY OF SALMON ARM. I DECLARE THAT I AM THE AGENT AND AM AUTHORIZED TO MAKE THIS APPLICATION.

APPLICANT(S) SIGNATURE _____ **DATE** _____

THIS APPLICATION MUST BE COMPLETED IN FULL, SIGNED AND RETURNED TO THE CITY OF SALMON ARM OFFICE.

***NO BUSINESS SHALL BE STARTED UNTIL A LICENCE IS ISSUED.**

If application is for a HOME OCCUPATION or OUTSIDE VENDOR, consent to the intended use by the Property/Business Owner, Mobile Home Park Manager or Apartment Manager/Strata Corporation is required:

Bylaw Regulations provided: _____

SIGNATURE _____ **PRINT NAME** _____

LICENCE NO. _____	OFFICE USE ONLY	cc: Property File _____
NEW LICENCE/RENEWAL FEE:	\$ _____	Fire Dept. _____
		Finance _____
		BL List _____
NON-REFUNDABLE CANNABIS PROCESSING FEE RECEIVED:		
MOBILE LICENCE	\$150.00 _____	
SIDEWALK VENDOR AS PER SCHEDULE "A" BYLAW NO. 2928 DOWNTOWN IMPROVEMENT ASSOCIATION LEVY	\$ 75.00 _____	
CHANGE OF LOCATION – INSPECTION REQUIRED	\$51.00 + GST _____	
INSPECTION OF PREMISES FOR NEW BUSINESS	\$51.00 + GST _____	
CHANGE OF OWNERSHIP	\$ 25.00 _____	
TOTAL	_____	
Batch# _____		

OFFICE USE ONLY

NAME OF BUSINESS _____

BUSINESS LOCATION _____

SALMON ARM ROLL NO. _____ ALR: YES _____ NO _____

LEGAL DESCRIPTION : LOT _____ BLOCK _____ PLAN _____ SECTION _____ TOWNSHIP _____ RANGE _____

ZONING _____ PERMITTED USE IN ZONE _____

OCCUPANCY CLASSIFICATION _____ LEGAL NON CONFORMING USE: YES: _____ NO _____

FEE CODE CLASSIFICATION _____

BUSINESS LICENCE NO. _____ FEE CODE: _____

BUSINESS LICENCE CLERK'S COMMENTS: 2ND FEE CODE: _____

INSPECTIONS

FIRE DEPARTMENT:

AUTHORIZATION DATE

SIGNATURE

BUILDING DEPARTMENT:

AUTHORIZATION DATE

SIGNATURE

FLOOR PLANS SUPPLIED: YES _____ NO _____

FINAL OCCUPANCY: YES _____ NO _____

HEALTH INSPECTOR:

AUTHORIZATION DATE

SIGNATURE

BUSINESS LICENCE INSPECTOR:

AUTHORIZATION DATE

SIGNATURE

****LICENCE REMARKS****

