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BUSINESS LICENCE APPLICATION Non - Resident Business (Mandatory information)

I/we hereby apply for:

New business Change of location Change of owner Change of business name Change of business information

Application date: _____ Start date (new business): _____

Name of business: _____

Mailing address: _____

Business street address: _____

Business owner(s): _____

Business phone: _____ Cell phone: _____

E-mail: _____

After business hour contact - name: _____ Phone: _____

Detailed description of business (please indicate e.g., Accountant, Plumbing Contractor, etc.): _____

Brief description of business (office use only): _____

If the district created an online directory of businesses, would you be interested in participating? Yes No

I hereby make application for a Business Licence and declare that the information given in this application to the best of my knowledge is true and correct, and I further agree to comply with all the relevant Bylaws of The Corporation of the District of Kent. I also understand that payment of my Business Licence Application Fee does not guarantee the issuance of a licence. A licence can only be issued once the business is in compliance with all applicable bylaws and regulations.

Print Name: _____

Signature: _____

BUSINESS LICENCE APPLICATION
(Internal checklist)

The following is for office use only

BYLAW ENFORCEMENT

Approved Signature: _____ Date: _____

Active file: Yes: No:

Concerns: _____

PLANNING DEPARTMENT

Approved Signature: _____ Date: _____

Permitted use: _____ Customer type: _____

Concerns: _____

The following is for office use only

LICENCE #: _____ CUSTOMER #: _____ RECEIPT #: _____

LICENCE FEE CODE: _____ LICENCE FEE AMOUNT: _____

LICENCE FEE CODE: _____ LICENCE FEE AMOUNT: _____

AUTHORIZED BY: _____ DATE: _____

Director of Financial Services

Rate Codes	
030	Carnival/Circus
100	Non-Resident Business

Note: Personal information included on this form is collected solely for the purpose authorized by the Community Charter and is subject to disclosure in accordance with the Freedom of Information and Protection of Privacy Act. For questions on this collection, please contact the Director of Corporate Services at the District of Kent at (604) 796-2235.