



THE CORPORATION OF THE CITY OF VERNON

BUSINESS LICENCE APPLICATION

Phone 250-550-3585 – Fax 250-549-1535 – Mailing – 3400 30th Street, Vernon, BC V1T 5E6
www.vernon.ca

NEW [ ]
CHANGE [ ]
CANCEL [ ]

Business Information: Business Trade Name:
Location:
Mailing Address:
City: Prov: BC Postal Code:
Bus Phone: Fax:
Contact Person:
Emergency Contact Person:

Owner Information:
Name(s):
Address:
City/Province: Postal Code:
Private Ph: Cell:
Email:
Phone:
Phone: Comm. Flr. Area: (sq.ft)

Type/Description of Business to be Conducted: T.Q.#
Home Occupation: Yes [ ] No [ ] Type: Minor [ ] Major [ ] Rural [ ]
Is the above Business Location currently under construction and/or renovation? Yes [ ] No [ ]
Is the above Business Location to be renovated prior to opening the business? Yes [ ] No [ ]
Type of Construction/Renovation:
Does the above Business Location require NEW or ALTERED signage? Yes [ ] No [ ]
IC Mobile Licencing Option (Eligible Businesses Only)
Yes [ ] No [ ]

Food/Liquor Services Only:
Number of Seats: Liquor Licence: Yes [ ] No [ ]

Hair/Esthetic Services Only:
Number of Salon Chairs:

Accommodation Services Only:
Number of Units:

I, We \_\_\_\_\_, hereby make application for a licence in accordance with the particulars as above stated and declare that the above statement is true and correct. I undertake that if granted the licence applied for, I will comply with each and every obligation contained in all the Laws and Bylaws now in force or which may hereafter come into force in The Corporation of the City of Vernon. I further understand, that if this application involves the use of premises for business purposes that they may not be occupied until they have been inspected by the authorities concerned and a licence issued. I also understand, that the payment of the Business Licence fee in advance does not guarantee approval.

Signature of Applicant Name (Printed Please) Date

Note: Licence periods can run from January 1 to December 31, however exceptions may apply and licence periods can vary. There are restrictions for certain types of licences. No licence fee paid hereunder may be refunded. The Annual Licence Fee for NEW licences may be reduced pro-rata in respect of the licence issued after the commencement of the licences period, subject to a minimum fee of \$10.00. Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act and will be used only for the purposes of responding to your request. The information on this form is collected under the authority of the current City of Vernon Business Licence Bylaw for the purposes related to this bylaw. Business Licences issued as a result of the application will be routinely available to the public. Any questions regarding the collection, retention and distribution of the information should be directed to the City of Vernon Head of Freedom of Information.

FOR OFFICE USE ONLY

LICENCE No.
CLASSIFICATION CODE
CLASS DESCRIPTION
ANNUAL LICENCE FEE \$ TOTAL \$
RES. BUS. [ ] HOME OCC. [ ] NON-RES BUS. [ ]
ZONING DESIGNATION
PROPERTY ROLL #
APPROVAL DATE
COMMENTS

APPROVALS REQUIRED ( X )
( ) Building Inspector / / Date (Y/M/D)
( ) Fire Chief or Inspector / / Date (Y/M/D)
( ) Environmental Health Officer / / Date (Y/M/D)
( ) Dir. Of C.D.D. or Planning Asst. / / Date (Y/M/D)
( X ) Business Licence Inspector / / Date (Y/M/D)

H.O. Regulations Apply: [ ] Minor [ ] Major [ ] Rural [ ] Change of Ownership Only [ ] Change of Location Only