



THE CORPORATION OF THE CITY OF VERNON

BUSINESS LICENCE APPLICATION

Phone 250-550-3634 – email: buslicence@vernon.ca – Mailing – 3001 32 Avenue, Vernon, BC V1T 2L8 www.vernon.ca

NEW []
CHANGE []
CANCEL []

Business Information:

Owner Information:

Business Name: Location: Mailing Address: City: Prov: Postal Code: Bus Phone: Name(s): Address: City/Province: Postal Code: Private Ph: Cell: Email:

Contact Person: Phone: Comm. Flr Area: Type/Description of Business to be Conducted:

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 []

Inter-Community Mobile LICENSING Option (Eligible Businesses Only)
Yes [] No []

Food/Liquor Services Only: # of Seats: Liquor Licence: Yes [] No []
Hair/Esthetic Services Only: # of Salon Chairs/Beds:
Accommodation Services Only: # of Units:

I, _____, hereby make application for a licence in accordance with the particulars as above stated and declare that the above statements are 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 all required inspections have been completed and a licence issued. I also understand, that the payment of the Business Licence non refundable application fee in advance does not guarantee approval.

Signature of Applicant Name (Printed Please) Date

Note: There will be a non-refundable application fee of \$25.00 (in addition to the licence fee as calculated). Please include the non-refundable application fee of \$25.00 when submitting your application. For an explanation of regulations and fees, please review the Business Licence Bylaw #5480 by visiting www.vernon.ca
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 [] Change of Location