

Planning and Economic Development Licensing and By-Law Services 330 Wentworth Street North
Hamilton, Ontario L8L 5W3
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Phone: (905) 546-2782 Option 3
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HST# 88932 3218 RT0001

BUSINESS LICENCE APPLICATION

FOR OFFICE USE ONLY LICENCE NUMBER RECEIPT NUMBER LICENCE FEE APPLICATION DATE PAYER RECEIVED BY Required Information Note: Required documents vary based on licence type. Please refer to Business Reference Guide for specific requirements
Additional Information may be required to process the application. Failure to submit information or complete departmental requirements can delay the processing of the application. Operating a business without a licence may result in fines or penalties □ Corporate Profile or Master Business Licence □ Police Clearance Certificate □ Certificate of Insurance □ Driving Abstract (less than 36 days old) (vehicle or commerical) (less than 36 days old) □ Zoning Verification Certificate Scaled Plot Plan Vehicle Ownership □ Trade Questionnaire □ Litter Control Plan □ Food Premise Questionnaire □ TSSA Inspection Certificate Certificate of Compliance □ Government Issued Photo ID □ Premise Plan □ Safety Standard Certificate □ Detailed Site Plan A Business is not permitted to open until all requirements have been met and the licence is issued PLEASE PRINT CLEARLY Licence Type: □ New Business □ Change of Ownership If New Business - anticipated opening date: Establishment Name (Operating As): Street Address of Establishment: Unit No: Ward: City: Postal Code: Existing Municipal Business Licence Number (if applicable): OWNER: Last Name: First Name: Registered Corporation Name/Number: Address: City: Postal Code: Province: Phone Number: Alternate Number: Email Address: Date of Birth (DD-MMM-YY): Partner Name (Last) (if Partnership): Partner First Name: Address: City: Province: Postal Code: Phone Number: Alternate Number Email Address: Date of Birth (DD-MMM-YY): APPLICANT/LICENCE HOLDER: (If different than Owner) Last Name: First Name: Address: City: Province: Postal Code: Phone Number: Alternate Number: Email Address: Date of Birth (DD-MMM-YY):

Establishment Licences	Mobile Licences	
Adult Services Entertainment Establishment (Owner)	□ Adult Services Entertainment Establishment Attendant	
☐ Adult Entertainment Theatre	□ Adult Services Entertainment Establishment Operator/Manager	
Adult Video Class A B (please circle)	□ Auctioneer	
☐ Antique Markets and Flea Markets	□ Body Rub ParlourAttendant	
□ Bed and Breakfast	□ Body Rub Parlour Operator/Manager	
□ Body Rub Parlour (Owner)	☐ Food Service Vehicles Class	
☐ Food Premises (Questionnaire to be completed)	☐ Food Service Vehicles - 4 Day Special Event Licence	
☐ Hotels and Motels	☐ Limousine Driver ☐ Limousine Owner	
☐ Kennels and Pet Shops	□ Mobile Sign Leasing or Renting	
Lodging House No. of Rooms:	□ Pedlar	
□ Pawnbroker	□ Personal Transportation Provider	
□ Payday Loan Business	□ Seasonal Produce Vendor (45 day licence)	
Personal Aesthetic Services	□ Short Term Rental Broker	
Personal Wellness Service	☐ Taxi Cab Broker	
□ Place of Amusement	☐ Taxi Cab Owner (Plate)	
☐ Precious Metals & Jewellery Dealer	☐ Taxi Cab Driver	☐ 90 day Probationary Taxi Cab Driver
□ Public Garage Type	☐ Transient Trader	
□ Public Hall	☐ Tree Cutter Service Company	
Residential Care Facility No. of Residents		
Rental Housing	Trade Licences (Questionnaire to be completed)	
No. Of Units No. of Bedrooms	☐ Building Repair	□ Contractor □ Master
□ Salvage Yard	☐ Drain Repair	□ Contractor □ Master
□ Second Hand Shop	□ HVAC	□ Contractor □ Master
□ Short Term Rental Operator	□ Plumbing	□ Contractor □ Master
□ Tobacco □ E-Cigarette (Vape) □ Specialty Vape Store	☐ Sprinkler & Fire Protection Installer	□ Contractor □ Master
acknowledge it is my responsibility to notify the City of Hamilton in writing immediately of any changes in the information provided, during the course of this application, the period of a license and upon any renewal of a license and to ensure compliance with all City of Hamilton Licensing Byaw 07-170, pertaining to this application. The applicant acknowledges that the information provided is accurate and complete and acknowledges that the licence will not be issued if the anticipated business does not comply with the permitted Zoning uses for the business location.		
Signature of Applicant	Date o	f Submission
Submission of this application does not constitute approval by the City of Hamilton and its Departments		
Application will not be accepted unless all required documents are submitted at time of application. Business licence applications that have not been issued due to the applicants failure to: . Actively comply with licence requirements; . Secure required inspections; . Obtains required Certifications; . Contact various agencies and secure inspection dates for required documents within 90 days will be deemed closed.		
otice of Collection: The City of Hamilton collects Personal Information as defined by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended, under authority of sections 151 and 227 of the Municipal Act, 2001; S.O. 2001, c. 25, as amended, and the City of Hamilton onsolidated By-Law No. 07-170. Personal Information collected on this form will be used to issue, monitor, and regulate licensing, and perform record searches. As permitted or required by law, Personal Information may be shared with Public Health, Hamilton Fire, Building, Zoning or other applicable internal performation in a stretch responsible to the collection of the Public Health, Hamilton Fire, Building, Zoning or other applicable internal address, you are consenting to receiving emails from the City of Hamilton and/or their agents/contractors for circulated to the business community, business internsing or the location of the business. Questions about the collection of the propagation of the business. Questions about the collection of the personal information of the business. Questions about the collection of personal planning, and for statistical and reporting purposes. By providing your partner, Licensing & Bylaw Services, 330 Wentworth St N, 905-546-2424, Tiffany, Gardner@hamilton.ca. Business information of the business. Questions about the collection of Privacy Act, R.S.O. 1990, C.M.56, as amended, under advantage and a program planning, and for statistical and reporting purposes. By providing your applicable information in the propagation of the business. Questions about the collection of the business information on the business information on the business. Information and Protection of Privacy Act, the business information on an abusiness record. Information associated with an individual in a professional, business, or official calminstensis information		
		Revised December 2022