

# BUSINESS LICENCE APPLICATION



BUSINESS INFORMATION		
<input type="checkbox"/> New Business Licence <input type="checkbox"/> Inter-Community Business Licence <input type="checkbox"/> Change to Existing Business Licence		
Legal name of company:		
Doing Business As (trade name):		
Brief Description of Business:		
Physical Business Address:		
Non-Resident Business: <input type="checkbox"/> Yes <input type="checkbox"/> No		Trade Certificate (if applicable) :
<b>Business Type:</b> <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Seasonal <input type="checkbox"/> Vacation Rental <input type="checkbox"/> Bed and Breakfast <input type="checkbox"/> Home Occupation <span style="font-size: 2em; vertical-align: middle; margin-left: 10px;">}</span> <b>Please also complete the additional waiver form for these business types</b>		
<b>CHANGE TO LICENCE:</b> <input type="checkbox"/> New Address <input type="checkbox"/> New Location <input type="checkbox"/> New Owner(s) or New Name (Provide information below)		
BUSINESS OWNER INFORMATION		
Civic/Mailing:	City/Prov:	Postal Code:
Name:	Cell/Tel:	E-mail:
Name:	Cell/Tel:	E-mail:
ACKNOWLEDGEMENT		
<p>I/We hereby make application for a licence in accordance with the particulars as stated in this application to be true and correct. I undertake to comply with all present and future Bylaws of the Town of Oliver. I confirm that the owner of the subject property is aware of this application.</p> <p><b>Notice:</b> This application and fee payment does not constitute a valid business licence until approved. A business licence will be issued after all bylaw requirements have been completed. We may supply other agencies with the above information.</p>		
Date:	Name:	Signature:
OFFICE USE ONLY		
Fee:	Date Approved:	Classification
Zoning Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No    Date:		Change Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No    Date:
Building Official Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No    Date:		
Health Inspection Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		LCRB Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
COMMENTS		

**Business Licence Application Annual Fees (as per Fees and Charges Bylaw 1383)**

## Schedule 3 Business Licence Fees

### 1.0 Business Licencing Fees

<b>1.1</b>	<b>Standard Business Licence</b>	<b>\$100.00</b>
<b>1.2</b>	Seasonal Business Licence	\$50.00
<b>1.3</b>	Despite Sections 1 & 2, the following fees apply:	
	i) bed and Breakfast operation	\$200.00
	ii) cannabis dispensary	\$200.00
	iii) eating and drinking establishment	\$150.00
	iv) hotel or motel	\$200.00
	v) hotel or motel with eating and drinking establishment	\$350.00
	vi) home industry or home occupation	\$75.00
	vii) office, comprising six (6) or more professionals	\$200.00
	viii) retail establishment, major (including liquor sales)	\$200.00
	ix) service industry establishment (major & minor)	\$150.00
	x) vacation rental	\$200.00
<b>1.4</b>	Itinerant Show or Entertainment	\$100.00/event
<b>1.5</b>	Business Owner Change	\$15.00
<b>1.6</b>	Business Location Change	\$15.00

### 2.0 Inter- Community Licence

<b>2.1</b>	<b>The Participating Municipality issues the licence separate and additional to the Municipality Business Licence</b>	<b>\$150 pro-rated monthly</b>
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**Note: 15% Administrative Fee on Recoverable Costs  
(unless noted otherwise)**