

## Business License Application

Depending on the type of business and your location, you may need a municipal development permit and/or other municipal, provincial or federal authorizations. Visit <https://bizpal.ca/> for more information.

### Company Information

Business Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Business Address: \_\_\_\_\_

Mailing Address:  Same as above or: \_\_\_\_\_

### Business Information

Start Date of Business in Carstairs: \_\_\_\_\_

Type of Business License: \_\_\_\_\_

For Home-Based Businesses

1. Hours of Operations: \_\_\_\_\_

2. Will clients be coming to your home?  Yes  No If yes, how many per day: \_\_\_\_\_

3. Are you the registered owner of property?  Yes  No If **No**, written approval from owner required

Description of Business Operation: \_\_\_\_\_

**Disclosure of Business Information:**  Yes  No

Select **Yes** if you would like your business name, address, phone number, and website posted on the Town's online business directory for no additional charge.

### Declaration of Applicant

The Applicant certifies that the information given is true and correct. The applicant further agrees to abide by all and any Bylaws, Rules and Regulations that now or hereafter may be in force with respect to the same trade, business or calling hereby licensed.

Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_

### For Office Use Only

Application Date: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Conditions:  Yes (see reverse)  No

P&D Approval: \_\_\_\_\_

ES Approval: \_\_\_\_\_

Business Licence #: \_\_\_\_\_

Receipt #: \_\_\_\_\_

## Town of Carstairs Business Category

Please choose **ONE** category that best describes your business:

- |  |  |
|--|--|
| <input type="checkbox"/> Accommodations                    | <input type="checkbox"/> Landscaping & Floral                    |
| <input type="checkbox"/> Agriculture                       | <input type="checkbox"/> Liquor & Cannabis Retail                |
| <input type="checkbox"/> Animal & Pet Services             | <input type="checkbox"/> Manufacturing, Wholesale & Distribution |
| <input type="checkbox"/> Arts & Entertainment              | <input type="checkbox"/> Online                                  |
| <input type="checkbox"/> Automotive                        | <input type="checkbox"/> Personal Care & Services                |
| <input type="checkbox"/> Building & Construction           | <input type="checkbox"/> Promotion & Media                       |
| <input type="checkbox"/> Childcare Services                | <input type="checkbox"/> Real Estate                             |
| <input type="checkbox"/> Cleaning Services                 | <input type="checkbox"/> Recycling & Waste Management            |
| <input type="checkbox"/> Computers & Electronics           | <input type="checkbox"/> Rentals & Storage                       |
| <input type="checkbox"/> Dentistry                         | <input type="checkbox"/> Retail                                  |
| <input type="checkbox"/> Electrical, Gas & Plumbing        | <input type="checkbox"/> Services                                |
| <input type="checkbox"/> Fibre optic / Telecom Contractors | <input type="checkbox"/> Sports & Recreation                     |
| <input type="checkbox"/> Financial & Legal Services        | <input type="checkbox"/> Technology, Business & Office           |
| <input type="checkbox"/> Fitness, Health & Wellness        | <input type="checkbox"/> Travel & Transportation                 |
| <input type="checkbox"/> Food & Dining                     | <input type="checkbox"/> Water & Air Filtration                  |
| <input type="checkbox"/> Fuel & Service Stations           | <input type="checkbox"/> Welding                                 |
| <input type="checkbox"/> Insurance & Registries            |  |

All businesses serving or handling food, drink, or chemicals require an Alberta Health Inspection. Contact Alberta Health Services at 1-833-476-4743 to ensure you meet their requirements and to schedule your health inspection.

Businesses may require a fire inspection. Call 403-337-2362 to inquire if a fire inspection is required.

Some types of businesses are exempt from municipal licensing requirements, you are required to provide proof of your certification with the applicable provincial agency or professional association

**Once your application and fees are received, you will receive a business licence certificate. Post the annual certificate in your business location or carry a card to show proof of your current business licence on request.**

**Conditions(Office Use Only):**