Schedule "A"
Business License and Regulations Bylaw 718, 2013
Business License Application [Page 1 of 3]

1. APPLICATION

☐ New Business License Application

☐ Change of existing Business License ($25.00):

☐Location ☐Name ☐Ownership ☐Type

2. GENERAL INFORMATION

(a) Business Name and Address

Business Name:_____

Business Location Address:_____

Business Mailing Address, if different:_____

Business Telephone Number:_____

(b) Owners Information

Name of Business Owner:_____

Address of Business Owner:_____

Telephone Number:_____ Cell:_____

Email:_____ Fax:_____

Alternate Telephone:_____ Cell:_____

(c) Agent or Manager Information:
[Business Agent or Manager contact information, if different from above]

Name:_____

Address:_____

Telephone:_____ Cell:_____

Email:_____ Fax:_____

Alternate Telephone:_____ Cell:_____

(d) Business Information:

Description of Business Activity:

_____

_____

Number of persons working in the business: Owner(s):_____ Employees:_____

Have you previously had a District business license: ___Yes ___ No

(e) Business License Changes ($25.00):

The Business License is being changed as follow:

☐ New Location of Business Premises:_____

☐ New Business Name:_____

☐ New Type of Business:_____

☐ New Terms or Conditions of Business License:_____

4. ACCOMMODATION RENTAL UNITS (Located in R5, C1, C3, C4 Zones and/or Bed and Breakfast)

(a) Type of rental units:_____

(b) Number of rental units:_____

5. HOME BASED BUSINESS DECLARATION

[If you are applying for a Home Based Business License, you must read and sign this declaration.]

Home Based Businesses must comply with the following regulations:

1. No outdoor storage of material associated with the home based business is permitted.
2. A maximum of one (1) sign per parcel is permitted when advertising a home based business and shall not exceed 24" x 24" (4 sq ft) in area and shall not be illuminated.
3, The home based business shall be carried out wholly within a dwelling or permitted accessory building.
4. No retail sales other than the sale of goods produced on the premises is permitted.
5. Up to one (1) person, in addition to family members residing in the dwelling, may be engaged in the home business.
6. The home based business shall not occupy more than 50 m2 of the dwelling and accessory building.
7. The home based business shall not occupy more than 25% of the gross floor area of the dwelling.
8. A home based business may not include:
   a) Stables, kennels or animal breeding operations;
   b) Restaurants:
   c) Parking or storage of commercial, industrial or construction equipment and material;
   d) Vehicle or equipment repair and maintenance;
   e) Metal fabricating;
9. No commercial vehicles exceeding 4,500 kg licensed gross vehicle weight are permitted to be parked or stored on the parcel unless completely enclosed within a building.
10. A maximum of one commercial vehicle used for the home based business is permitted on the parcel unless completely enclosed in a building.
11. A person operating a home based business shall possess a District of Logan Lake Business License.

I agree to abide by the above regulations regarding my home based business.

_____ _____

Signature Date

6. BUSINESS LICENSE DELCARATION *[All applications must be signed]*

IT IS AN OFFENCE TO MAKE A FALSE DECLARATION

I declare that the above statements of facts are correct in accordance with the particulars of this application. Neither I nor my business has had any previous business license revocation, suspensions or convictions with regards to the operation of any business. I agree to comply with all applicable District of Logan Lake bylaws, the provisions of the Community Charter and all related Provincial and Federal codes, acts and regulations.

_____ _____
Signature of Applicant Date

_____ _____
Signature of Agent or Manager Date

FOR OFFICE USE ONLY:

☐ Home Based Business ☐ Resident Business ☐ Non-Resident Business

Approvals	**Approved by:**	**Date:**	**Comments:**
Zoning:	_____	_____	_____
Fire Inspection:	_____	_____	_____
Health:	_____	_____	_____
Other:	_____	_____	_____

Issued this _____ day of_____, 20_____.

License Inspector: _____ Fees Paid:_____