



**Business Licence Supplemental Application Form**  
**For TRADE FAIRS and FARMERS' MARKETS**  
(all applicants for a trade fair, farmer's market, or other  
multi-vendor sale event must complete this section)

- New Application (\$105 per calendar year)  
 Renewal Application (\$80 per calendar year)

Host Organization: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Event Location: \_\_\_\_\_

Estimated Number of Vendors: \_\_\_\_\_

Estimated Number of Attendees: \_\_\_\_\_

**NOTES:**

A separate licence is not required for any vendors participating in the event, unless they are otherwise required to be licensed under the Business Licence Bylaw (for example, local home based businesses).

Depending on the anticipated event volumes and/or location, the Fire Chief may require that the event organizers provide an event safety plan and arrange for an inspection prior to the event.

If the same host organization is planning multiple events throughout the calendar year, they will all be covered under a single licence.

Any changes to the information provided above must be reported to the City in advance of the event.

**Excerpt from Business Licence Bylaw 14/2018**

41. A licence for a trade show or farmers' market is a valid licence for all vendors operating within the trade show or farmers' market while the trade show or farmers' market is in operation.
42. Any person operating as a vendor outside of the hours of operation or location of a licensed trade show or farmers' market is required to obtain a valid business licence in accordance with this Bylaw.