



Meadow Lake

Business Licence Application Form - New Business

Please print clearly

For office use only

		Customer ID	Fee	Receipt#
Application Type:	<input type="checkbox"/> New Local Business	<input type="checkbox"/> New Home-Based Business (supplemental form required)	<input type="checkbox"/> New Non-Resident	
Name of person applying:			Date of Application:	
Name of Business:			Business Start Date:	
Type of Business (Please choose one):		<input type="checkbox"/> Catering <input type="checkbox"/> Instructional services (i.e. music, dance, crafts) <input type="checkbox"/> Contractor <input type="checkbox"/> Taxi (supplemental form required) <input type="checkbox"/> Farmers' Market (supplemental form required) <input type="checkbox"/> Trade Fair (supplemental form required) <input type="checkbox"/> Small Item Repair (i.e. watches, small appliances) <input type="checkbox"/> Direct Seller: (Company Name) <hr/> <input type="checkbox"/> Other (describe in one or two words): <hr/>		
<input type="checkbox"/> Personal Services (i.e. beauty/aesthetics, massage) <input type="checkbox"/> Daycare/Childcare <input type="checkbox"/> Administration (typing or bookkeeping service) <input type="checkbox"/> Administrative Offices for businesses conducted off-site: <input type="checkbox"/> IT/Computer related <input type="checkbox"/> Cleaning /Janitorial <input type="checkbox"/> Construction/Contracting/Tradesperson <input type="checkbox"/> Courier/Delivery <input type="checkbox"/> Tow Service <input type="checkbox"/> Trucking <input type="checkbox"/> Yard/Lawn/Tree care <input type="checkbox"/> Professional Office (i.e. architect, accountant, graphic/web designers)				

Mailing address of applicant:				
Phone Number:	Cell Number:		Fax Number:	
Website Address:		Email:		

Please Initial:

_____ Licences are valid for one (1) calendar year, expiring on December 31 of each year.

_____ The issuing of a license to a person by the City does not relieve that person of the responsibility to obtain any federal/provincial license that may be required by law.

Income Based Business Licence Fee Exemptions	Yes	No
Do you expect the business to have a total gross revenue for the year less than \$10,000?	<input type="checkbox"/>	<input type="checkbox"/>
If YES , the business will be exempted from paying the licence fee for the year. If gross revenue does exceed \$10,000, the licence fee is applicable.		

PLEASE NOTE:

In order to be considered exempt from the requirement to pay for a resident business license you must provide satisfactory proof that the total gross revenue for the business in the **preceding** tax year was less than \$10,000, or provide reasonable grounds for believing that total gross revenue for the **coming** year will be.

Proof may be in the form of a Notice of Assessment for the previous tax year. Copies of this document will not be retained on file by the City.

I hereby certify that the information contained in this application is complete and true and I agree to commence business operations only after payment of the applicable licence fee is made to the City of Meadow Lake and a licence has been approved. Once a business licence has been issued, I agree to abide by the regulations set out in the **Business Licence Bylaw, No. 14/2018** as well as the **Zoning Bylaw No. 2/2014**.

_____	_____
Applicant Signature	Date



City of Meadow Lake Website Business Listing

Each business that obtains a Business Licence will be represented on the City of Meadow Lake current website www.meadowlake.ca. There is no additional charge for this service. In order to help the City to promote and advertise your business, simply fill out the information below *(If we do not receive a completed form back from you, we will assume that you do not wish not to have your business listed on the website):*

Please print clearly

Business Name:	
Business Address:	
Phone 1:	Phone 2:
Cellular:	Fax Number:
Business Hours:	
Contact Name:	
Website (if existing):	
Business E-Mail Address:	
DESCRIPTION OF BUSINESS - Max. 150 words (Example: Products/Services offered)	