



THE CORPORATION OF THE TOWN OF PETROLIA

411 Greenfield Street, P.O. Box 1270, Petrolia, Ontario N0N 1R0

Phone: (519) 882-2350

Fax: (519) 882-3373

MUNICIPAL BUSINESS LICENCE APPLICATION

New Application or Transfer in Ownership (revised May 2013)

Date of Application:		License applied for:	
Type of Application: _____ New Application		_____ Transfer of Ownership	
Name of Applicant(s):		Phone:	
Applicant Address:			
Email Address:		Fax:	
Name of Business:			
Business Address:			
Business Phone:		Business Fax:	
Type of Business:			
Proposed Hours of Operation (including seasonal):			
Please include a description of the goods, wares, merchandise, or services that you propose to sell or offer for sale under this license:			
CHECKLIST (please provide copies of inspections prior to Council approval):			
1. Have you attached your Health Inspection? (see reverse for list of business types) Contact County of Lambton Community Health Services at 519-383-8331	Yes	No	
2. Have you attached your Fire Inspection? Contact the Petrolia and North Enniskillen Fire Department at 519-882-2020	Yes	No	
3. Have you attached your Building Inspection? Contact County of Lambton Building Services at 519-845-0801	Yes	No	
4. Have you attached your MTO Inspection? (taxi only required annually)	Yes	No	

OFFICE USE ONLY							
Licence # Issued:				Date Issued:			
Expiry Date:				Fee Paid:			
Notification Letter Sent to Applicant:				Date:			
Roll Number:				Issuer:			
Yearly Inspections Required	Fire	Health	Building	MTO			



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BUSINESS LICENCE FEES:

Municipal Business License: \$200 new application/ownership transfer

Home Occupation Business License: \$150.00

Taxi: \$150.00 initial / annual renewal fee \$150.00

Mobile Canteen: \$200 Auctioneer: \$300

Transient Trader by special permission of Council, please speak with Clerk's Office

Businesses requiring a Health Inspection:

Hair & Nail Salon	Body Waxing	Electrolysis	Acupuncture
Tattoo Salon	Tanning Salon	Pools/Spas	Food Services
Day Care	Long Term Care	Group Homes	Funeral Homes
Health Services			

Contact 519-383-8331 to arrange for your inspection

Will you be having a Grand Opening?	Yes		No		Date:
If yes, would you like to Mayor attend your opening?	Yes		No		Time:
Would you like to be placed on the Town of Petrolia Website listing of business?	Yes		No		Website form complete: _____
Would you like to receive information via email about Town events or promotion opportunities?	Yes		No		

Date	Applicant(s) Signature
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Personal information on this form is collected under the authority of section 28 (2) of the Municipal Freedom of Information and Protection of Privacy Act, 1989, and will be used for licensing purposes including enforcement of the Town's Licensing By-Law. Any questions about the collection of this information may be addressed to the Licensing Clerk, Victoria Hall, 411 Greenfield Street, ON 519-882-2350.

OFFICE USE ONLY							
Licence # Issued:				Date Issued:			
Expiry Date:				Fee Paid:			
Notification Letter Sent to Applicant:				Date:			
Roll Number:				Issuer:			
Yearly Inspections Required	Fire	<input type="checkbox"/>	Health	<input type="checkbox"/>	Building	<input type="checkbox"/>	MTO