

TOWN OF GRIMSHAW BUSINESS LICENSE APPLICATION

Completion of this form does not guarantee approval of a business license. A new business shall not commence prior to a license being issued. Additional permits (e.g. building, development, home occupation, etc.) may also be required.

You must contact Alberta Government Services at 310-0000 (www.gov.ab.ca) to determine if a Provincial license is required for the proposed business. An Inspection by a health inspector may also be required, contact the Peace River Community Health Centre at (780) 624-7500.

BUSINESS INFORMATION:**PLEASE PRINT**

Operating Name: _____
Legal or Registered Name (if applicable): _____
Physical Location of Business: _____
Business Phone No.: _____ Fax No.: _____
Email: _____
Nature of Business: _____

BILLING / MAILING ADDRESS:

Address: _____ Postal Code: _____

BUSINESS OWNER:

Name: _____ Phone: _____
Address: _____ Postal Code: _____

PROPERTY OWNER: (if different from Business Owner)

Name: _____ Phone: _____

The Town does not accept responsibility for businesses located on rental premises that do not have the approval of the property owner.

License fees apply to the calendar year January 01st to December 31st. **All licenses, with the exception of day licenses, are automatically renewed and invoiced at the beginning of each year unless written notice is received indicating that business has ceased operation as of December 31st of the previous year. Notice must be received within the first thirty (30) days.**

The Licensee must notify the Town of Grimshaw immediately of any changes to the information listed above. The Town reserves the right to request that changes be submitted in writing. Changes in the physical location of a business may require submission of new development or home occupation permits.

Please refer to the Business License Bylaw No. 1144, and any amendments thereto for additional requirements.

Applicant Signature: _____

Date: _____

Applicant must be authorized to sign on behalf of the Licensee.

PROTECTION OF PRIVACY ACT (POPA)

Business contact information may be disclosed by the Municipality as authorized under the **Protection of Privacy Act (Alberta)**. The Town of Grimshaw may disclose the business contact information listed to the public. If you have any questions, please contact the Town Office at (780) 332-4626.

OFFICE USE ONLY

Circle one of the following:

Town Business	\$100.00
Home Based Occupation Business	\$ 60.00
Non-Resident Business (head office within AB)	\$200.00
Non-Resident Business (head office outside AB)	\$300.00

License # Issued: _____

Tax Roll: _____

Please put a check mark on one of the following boxes

Full Year ____ Half Year ____ or Other: _____

License Fee Collected: \$_____ Receipt #: _____

Additional Information / Requirements:

Issued By: _____

Date: _____

Town of Grimshaw
P.O. Box: 377
Grimshaw, Alberta TOH 1WO
Phone: (780) 332-4626
Fax: (780) 332-1250
Email: cao@grimshaw.ca