



Town of Whitby
Legal and By-law Services Department
575 Rossland Road East, Whitby, ON L1N 2M8
www.whitby.ca

BUSINESS LICENCE APPLICATION FORM

New Licence ↑	Renewal ↑	Type of Licence:
---------------	-----------	------------------

The following **MUST** be **FULLY COMPLETED** in order to process the licence(s) applied for and returned to the above office along with the applicable fees.

NAME OF BUSINESS: _____

Business Address: _____
Street _____ Unit/Suite _____
City _____ Postal Code _____

Phone Number: _____

NAME OF APPLICANT: _____

Address: _____
Street _____
City _____ Postal Code _____

Phone Number: _____

Date of Birth: _____
(month/day/year)

Name of Owner/ Partner
Other than Applicant: _____
Name _____
Address and Postal Code _____ Phone Number _____

COMPANY NAME: _____

Name of previous
business at this location: _____

Owner of Property where
Business is Located: _____
Name _____
Address and Postal Code _____ Phone Number _____

Is this a change of Ownership/Continuation of an Existing Business? Yes ↑ No ↑

FEE: \$	Receipt No.:	Licence No.:
----------------	---------------------	---------------------

The undersigned hereby applies for a licence as described, and agrees to comply with all municipal by-laws and regulations and all other application requirements. The applicant hereby acknowledges that the Town of Whitby, in processing the application, may make such inquiry and searches as it deems appropriate and the applicant hereby authorizes the release of all police and other records and information at this or at anytime by any person to Town Council, provided such information is received and discussed "in camera" and otherwise remains confidential, unless the applicant requests otherwise in writing. The applicant understands that if requested by the Chief of Police, records and information will remain confidential.

In consideration of the issuance of the licence which is the subject matter of this application, the undersigned (joint and severally, if more than one) covenants and agrees to indemnify and save harmless the Town, its officers, employees, servants, agents, contractors and assigns, with respect to any and all actions, causes of action, claims, demands, proceedings, cost damages and expenses howsoever arising either directly or indirectly for the issuance of such licence and the carrying on of the business, project or other activity for which the licence is issued.

In the matter of Licensing by-law No. 5545-04 and amendments thereto, for regulating the issuance, renewal and approval of licences in the Town of Whitby, in the Regional Municipality of Durham:

I, _____, of the _____
(City/Town)

Do solemnly declare that:

1. I am the _____ of the applicant firm
(insert position i.e. president, partner, secretary etc.)
in this application and, as such, have knowledge of the facts heretofore set forth;
2. The statements contained in this application are, from my own knowledge, true;
3. This application discloses all facts known to me that are relevant thereto;

And I made this solemn declaration consciously believing it to be true, and knowing that it is of the same force and effect as is made under oath and by virtue of "The Canadian Evidence Act".

Declared before me at the **Town of Whitby**)
in the **Region of Durham**)
on the _____ day of _____)
a Commissioner _____) _____ Signature of Applicant

FOR HEALTH DEPARTMENT USE ONLY	
Does this application comply with all the By-laws and regulations within the jurisdiction of your department?	
Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Date:	Signed:
Comments:	

Personal information on this form is collected under the authority of the Municipal Act, 2001, c. 25, and will be used to determine compliance with the provisions of the Town's Licensing By-Law. This information may be forwarded to various Town Departments and the Region of Durham for comment. Questions about this collection should be directed to the Town Clerk, 575 Rossland Road East, Whitby, Ontario, L1N 2M8, 905 430-4315.