

#### TOWN OF BENTLEY BOX 179 BENTLEY, ALBERTA TOC 0J0

Phone: (403)748-4044 Fax: (403)748-3213

## **BUSINESS LICENSE APPLICATION**

COMPANION	Name: (if applicable)			
	r Hame. (II applicable)			
Primary Co	ntact Name:			Position:
Secondary	Contact Name:			Position:
Business D	escription:			
Physical Lo	ocation of Business			
Street Addr	ess or Legal Land Desc	cription:		
City/Town:		Province:		Postal Code:
Phone:		Fax:		Cell:
Email:		Webs	site:	
Mailing Ado	dress of Business: (if diff	erent from physical address)		
Post Office	Box: City/Tow	n:	Province:	Postal Code:
<u>Information</u>	About your Business	(check applicable categories)		
	Resident	Physical location or mailing If home based – Developme	•	
	Non-resident	Physical location or mailing	address is <u>other than</u> l	Bentley
	Home Based Non GST R	•		
	Home Based GST Regis Retail	tered		
	Commercial			
	Industrial			
		ganization Number		
		es/Peddler (daily or yearly) (requires p	roof of a Provincial Licens	e)
	Annual (January to December	per)		

## **Town of Bentley Business License Application**

ALBERTA PROVINCIAL LICENSING OF DESIGNATED BUSINESSES – If you are <u>any</u> of the following business types listed below, you <u>require a Provincial License</u>. A municipal business license cannot be issued until proof of the provincial license is received. Please contact the appropriate agencies as shown.

<b>Housing &amp; Consumer Affairs</b>	Contact Government Services at 310-0000	www.gov.ab.ca
□ Auctions		
□ Collection Agency		
□ Retail Homes	(manufactured homes)	
☐ Charitable Organization		
□ Direct Seller	(door to door)	
Provincial License Number	(please provide a copy of your license)	
Alberta Motor Vehicle Industry C	ouncil Contact 1-877-979-8100 www.gov.amvic	.org
☐ Garages		
☐ Specialty Repair Shops		
☐ Mobile Auto Repair		
□ Body Shop		
□ Vehicle Sales		
☐ Consignment Sales		
Provincial License Number	(please provide a copy of your license)	
Real Estate Council of Alberta	Contact 1-888-425-2754 www.reac.ab.ca	<u>a</u>
□ Agent		_
☐ Broker		
□ Property Manager		
	(please provide a copy of your license)	
Alberta Gaming & Liquor Commi	ssion Contact 1-780-447-8869 www.aglc.ab.ca	a
☐ Liquor	- Contact 1 700 111 0000 miningolabora	1
☐ Gambling		
□ Raffles		
□ Bingos		
☐ Pull Tickets		
	(please provide a copy of your license)	
David Thompson Health Region	Contact 403-341-8622 www.dthr.ab.ca	
☐ Approval Granted		
☐ Application Denied		
• •	ber (please provide a copy of your approva	l)

### **DECLARATION**

I hereby apply for an annual Business License, as per Town of Bentley Bylaw 07/95. I confirm that the information shown above, including name, address and category information are correct. I understand and acknowledge that misinformation provided in this application will VOID a Business License. I agree to provide the Town of Bentley with written notice of any further changes to this information.

This license does not authorize or permit the registrant to carry on a business or any pursuit contrary to the provisions of other Town of Bentley Bylaws. Where a person or business is found to be in contravention to any of the provisions of this or any other Municipal Bylaw, the Office may temporarily suspend the business license until such time as the contravention is rectified.

int Name		
nature of Applicant		
te Signed		
ısiness License Fee:	Payment Amount:	Date of Payment:
eclaration of Property	Owner	
eclaration of Property business license applicant has busin	r Owner ness physically located on rented/leased property)	
business license applicant has busin	ness physically located on rented/leased property)	this application and confirm that I have
business license applicant has businereby declare that I am the inted/leased property to the	he owner of the property identified in his above business/individual.	this application and confirm that I have
nereby declare that I am to nted/leased property to the nted Name	hees physically located on rented/leased property) he owner of the property identified in his above business/individual.	
business license applicant has business license applicant has businessed property to the ented/leased property to the linted Name	hees physically located on rented/leased property) he owner of the property identified in his above business/individual.	Date
business license applicant has businereby declare that I am the ented/leased property to the inted Name	he owner of the property identified in his above business/individual.  Signature of Property Owner  er the authority of Municipal Government Act RSA 200	Date

# Instruction For Completion Town of Bentley Business License Application

**Type of Business** – check the appropriate box

Business or Trade Name (operating as) – please give name of business

**Corporation Name** – give name if applicable

**Primary Contact Name** – this information is dependent on what type of business you operate:

- ✓ Proprietorship Name of Owner
- ✓ Partnership Name of Partners
- ✓ Limited Partnership Name of Partners
- ✓ Corporation Name of shareholder(s) and/or director(s) provide a copy of your Corporation Registration

**Secondary Contact** (if applicable) – provide the name and position of the person in charge of the day to day operations of your company.

**Business Description** – use a description that best describes your business. This gives us a good sense of what you do and low to designate your business according to the Standard Industrial Classification System.

**Physical Location of Business** – this is where your business is physically located. If you are located in a rural area provide your legal land description.

**Mailing Address of Business** – complete if your mailing address differs from the actual physical location.

**About Your Business** – please check the appropriate boxes. If your physical location is "Bentley" you are considered a "Resident Business". Otherwise, you are classified and a "Non-Resident" business. Also, if you are a home-based business indicate whether or not you are GST registered.

**Please note**: If you are a <u>Home Based Resident</u> business, provide your Development Permit Number. If you do not have a Development Permit, please start this process with the Town of Bentley. You are required to have a Development Permit if you are operating a business within a residential area. Your business license will be issued once compliance is confirmed with the Development and Planning Officer.

Start Date of Business in Bentley – when did you start operating in Bentley?

Town of Bentley 4918 - 50 Avenue Box 179 Bentley, Alberta TOC 0J0

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