



# 2019 Business License Application Form

P 403.638.3551 F 403.638.2100 E [townmail@sundre.com](mailto:townmail@sundre.com)

I/We, hereby submit the following application under the provisions of the Town of Sundre Business License Bylaw #05.12, for a license to operate/conduct a business within the Town of Sundre. **Please select the type of license you are applying for below:**

Home-based business ☐ In Town Business ☐ Out of Town Business (Full Year) ☐  
Temporary (Less than 5 consecutive days) ☐ Temporary (Less than 3 consecutive months) ☐ Contractor (one license for all sub-trades) ☐

Legal Business Name: \_\_\_\_\_

Operating Business Name: \_\_\_\_\_

Registered Business Owner: \_\_\_\_\_ Primary Contact Name: \_\_\_\_\_

Physical Business Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Business Phone # \_\_\_\_\_ Business Fax: \_\_\_\_\_

Business Website: \_\_\_\_\_ Business Email\*: \_\_\_\_\_

\*\*Number of Employees – Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_ Casual/Seasonal: \_\_\_\_\_

Type of Business (which **industry sector** you think best categorizes this business and please include **brief description** of services/products offered): \_\_\_\_\_

**If your business requires a Town of Sundre Development Permit, Provincial Permit or Federal Approval to operate (ie: commercial business, new use of an existing space, or Alberta Health Services Facility number) include details below.**

If applicable, Town of Sundre Development Permit number must be included with all business license applications or it will not be granted.

Agency: \_\_\_\_\_ Permit # \_\_\_\_\_  
Agency: \_\_\_\_\_ Permit # \_\_\_\_\_

**Please note that the following businesses must attach a copy of your site approval from the Public Health Inspector: grocery & convenience stores, all food & beverage services (including mobile & concession), water processors, and all personal services.**

Check box if you would like to opt out of receiving the monthly Sundre Economic Development email update: ☐

Are you a Sundre & District Chamber of Commerce Member? YES ☐ NO ☐

Would you like the Sundre & District Chamber of Commerce to contact you about membership benefits? YES ☐ NO ☐

## Business Directory

Please check this box if you would like to be added to our free Online Business Directory ☐

Town of Sundre often receives inquiries for businesses in the community and we use our business directory to advise people of your business.

Email up to 3 photos of your business or business logo along with a brief description (under 200 characters) to [townmail@sundre.com](mailto:townmail@sundre.com) to have included in the business directory. Include business name in subject line.

**\*All submissions are subject to approval\***

## Applicant Declaration

I hereby certify that all information given in this application is true and accurate and I agree to abide by all and any Bylaws, Rules and Regulations that now or hereafter may be in force with respect to the same trade, business or calling hereby licensed.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

The Town of Sundre collects personal information, including name and contact information, for the purpose of providing programs, services and contacting customers in this regard. The Town of Sundre is authorized to collect this personal information under Section 33 of the **Freedom of Information and Protection of Privacy Act** and by Section 3 of the Municipal Government Act. Please contact the Economic Development Officer at the Town of Sundre 717 Main Ave West, PO Box 420 Sundre, AB T0M1X0 if you have questions about this collection of information.

## For Office Use Only:

Code: Home01 / Town01 / Misc50 / Temp01/ Temp02/ Contractor01

Paid: \$60 / \$110 / \$180 / pro-rated \$\_\_\_\_\_, **Temp: \$50 / \$100, Contractor \$1000**

Date: \_\_\_\_\_

License No: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Completed By: \_\_\_\_\_