

Date Received: _____

License #: _____

TOWN OF VULCAN BUSINESS LICENSE APPLICATION FORM

Box 360, Vulcan, AB T0L 2B0 Phone (403)485-2417 Fax (403)485-2914

Section A – Contact Information

Registered Name of Business _____

Mailing Address of Business _____

Contact (Name of Applicant) _____

(Please print)

Office Phone: _____ Cell Phone: _____ Fax Number: _____

Email: _____ Company Website: _____

Section B – Location of Business

Zoning compliance approval may be required from the Town of Vulcan Planning & Development Department before issuance of a business licence

Is the business office located in your home _____

If your business is located in Vulcan, what is the street address? _____

If your business is located in your home do you want your address shown? _____

Section C – Type of Business

Please describe in detail what products and/or services your business provides:

** Any changes to the products, services or location of your business from the date of this application must be reported to the Town of Vulcan**

Section D – Applicant Statement

- I/we confirm that the above information is correct and agree to comply with ALL relevant provisions of the Business Licence By-Law No. 1468-2017 and other applicable Town Bylaws.
- I/we authorize the Town of Vulcan to investigate the validity of my/our stated information as they deem necessary in their sole judgement.
- Please check one of the following: I/we consent I/ we do not consent to the above information being released to the public (published in a Business Resources Directory and on the Town of Vulcan website).
- I/we acknowledge that the business has complied with all applicable Federal, Provincial, Municipal and Health Authority licencing, authorization or registration requirements.

Signature of Applicant: _____ Date: _____

Section E – For Office Use Only

Date Issued: _____ Day License \$ _____ Year License \$ _____ Term License \$ _____

Development Officer Approval: _____ Development Permit # (if applicable) _____

This information is being collected under the Municipal Government Act and will only be used for the purpose of this application. It is protected by the provisions of the Freedom of Information & Protection of Privacy Act. If you have any questions about the collection, please contact the FOIP Co-ordinator at (403)485-2417.

YEARLY BUSINESS LICENCE FEES (By-Law No. 1494-20)

TYPE OF BUSINESS	RESIDENT	NON-RESIDENT
Business	\$100.00 per year	\$200.00 per year
Hawker Peddler	\$100.00 per year	\$440.00 per year
Home Occupation	\$100.00 per year	N/A
Day Licence for companies operating, 5 days or less (excluding Hawker Peddler) per day.	\$ 25.00 per day	\$ 25.00 per day

TERM BUSINESS LICENCE (FROM JULY 1 TO DECEMBER 31 OF CURRENT YEAR)

Business	\$ 50.00 per year	\$100.00 per year
Hawker Peddler	\$ 50.00 per year	\$330.00 per year
Home Occupation	\$ 50.00 per year	N/A
Day Licence for companies operating, 5 days or less (excluding Hawker/Peddler) per day.	\$ 25.00 per day	\$ 25.00 per day

*Alberta Municipal Affairs has the responsibility under the Licencing of Trades and Business Act for licencing contracting companies that solicit and negotiate contracts in consumer's homes and take money up front. The legislation requires that prepaid contractors obtain a provincial licence before the Town of Vulcan can issue its licence. It would be a breach of the provincial legislation for the Town of Vulcan to issue its licence before the provincial one. Thus, until the business has met both the provincial and municipal licencing requirements, the business shall not operate in the Town of Vulcan.