



**GENERAL TRADES CONTRACTOR BUSINESS LICENCE APPLICATION
MUNICIPAL CODE CHAPTER 326 A-3**

COMPLETE DEFINITIONS AND LICENCE FEES ARE AVAILABLE ON THE CITY OF BRANTFORD WEBSITE AT WWW.BRANTFORD.CA

NEW APPLICATION - \$356.00
 RENEWAL APPLICATION - \$249.00

NAME OF APPLICANT (LICENCE GRANTED TO)		NAME OF BUSINESS (OPERATING AS)	
MAILING ADDRESS		BUSINESS ADDRESS (LOCATION TO BE LICENSED)	
CITY	POSTAL CODE	CITY	POSTAL CODE
HOME PHONE	CELL PHONE	BUSINESS PHONE	FAX

E-MAIL ADDRESS (For Correspondence Purposes)

CHECK OFF ALL THAT APPLY:

- DRIVEWAY PAVING
 DRIVEWAY SEALING
 SIDING
 ROOFING
 FASCIA/SOFFIT
 WINDOWS/DOORS
 EAVES TROUGH

ADDITIONAL REQUIREMENT:

DRIVEWAY PAVERS AND SEALERS must submit proof of two million per occurrence Public Liability and Property Damage insurance with the City of Brantford named as additional insured on policy.

ALL OTHERS must supply the proof of valid Public Liability and Property Damage (not less than two million per occurrence) insurance coverage for their named business.

SIGNATURE	TITLE	DATE (M/D/Y)
<i>I have the authority to bind the business/corporation</i>		

NAME IN FULL (PLEASE PRINT)

FOR OFFICE USE ONLY

LICENCE FEE	PAYMENT METHOD	CASH <input type="checkbox"/>	DEBIT <input type="checkbox"/>	MASTER CARD <input type="checkbox"/>
		VISA <input type="checkbox"/>	CHEQUE <input type="checkbox"/>	
INSURANCE CERTIFICATE <input type="checkbox"/>		TAG(S) ISSUED		
PHOTO ID ISSUED TO				
COMMENTS:				
DATE RECEIVED		CUSTOMER NUMBER		DATE ISSUED

**Please direct any inquiries regarding this form or licence fees to the Clerk's Department 519-759-4150.
 RETURN COMPLETED FORM WITH APPLICABLE LICENCE FEE TO CITY CLERK'S DEPARTMENT,
 100 WELLINGTON SQUARE, PO BOX 818, BRANTFORD, ON N3T 5R7**

Information on this form is collected under the authority of Section 10(2) 11 of the Municipal Act, 2001, as amended and Chapter 326 of the City of Brantford Municipal Code, and will be used in the approval process for obtaining a Business Licence. This information is subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act. Questions about this collection of personal information should be directed to the Manager of Licensing & Administrative Services, 100 Wellington Square, Brantford, Ontario N3T 2M2 (519)759-4150.



**GENERAL BUILDING TRADES BUSINESS LICENCE
APPLICATION
MUNICIPAL CODE CHAPTER 326 A-3**

NAME OF APPLICANT (LICENCE GRANTED TO)	NAME OF BUSINESS (OPERATING AS)

LIST OF VEHICLES

<i>Make</i>	<i>Model</i>	<i>Licence Plate</i>	<i>Office Use Only Tag Issued</i>

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BUSINESS LICENCE APPLICATION
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On November 18, 2013, City Council passed a revised Business Licensing bylaw.

As a result of this bylaw, the annual expiration date has been changed from December 31st to March 31st.

A few key highlights of the changes in Business Licensing bylaws are as follows:

- The establishment of a late fee for failing to renew your Business licence prior to the expiration effective April 1st Annually
- Creation of standard application requirements including the addition of the following:
 - Every application for a licence shall contain all of the following information:
 - the name of the applicant, along with a copy of the applicant's identification;
 - if a corporation, a copy of the constating documents of the corporation and a copy of the master business licence of the corporation;
 - a brief description of the premises used for engaging in or carrying on of the business, including:
 - if a building, the description shall contain the address and a description of the building or such part of it as is to be used for the business;
- every applicant, with the exception of driveway pavers/sealers, shall provide proof to the Issuer of Licences that the applicant has obtained and will maintain public liability and property damage insurance with a policy limit of not less than \$2,000,000 per occurrence; and
- every applicant who performs driveway paving/sealing shall provide proof to the Issuer of Licences that the applicant has obtained and will maintain public liability and property damage insurance with a policy limit of not less than \$2,000,000 per occurrence with The Corporation of the City of Brantford included as an additional insured on the policy.