



**THE CORPORATION OF THE TOWNSHIP OF TINY  
APPLICATION FOR BUSINESS LICENCE**

(MUST be delivered to the Licensing Officer at least seven (7) days in advance of requiring said licence)

Name of Business: \_\_\_\_\_

Physical Address: (not mailing) \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

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

Telephone Number: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_

Name of Manager (if other than owner): \_\_\_\_\_

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

Telephone Number: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Please state type(s) of Licence(s) Required: \_\_\_\_\_  
(ie: Campground, Exhibition/Festival, Hawker and Peddler, Kennel, Public Hall, Recreation Establishment, Refreshment Vehicle, Restaurant, Taxi)

**I have included the following documentation: (if applicable)**

**Have you made any modifications to your articles of incorporation since the issuance of previous business licence? YES NO**

- If a corporate applicant, include a copy of the incorporating documents, along with any amending documents, and the most recent annual filing, if any.
- A copy of the business registration under the Business Names Act, R.S.O. 1990, c. B.17, as amended, where the name is other than in name of sole proprietor. (Master Business Licence)
- Where the applicant is not the owner of the property, a letter from the owner authorizing the use of the property for such purpose.
- Fire Department approval letter (date: \_\_\_\_\_) Does not apply to: Hawkers and Peddlers
- Health Department approval letter (date: \_\_\_\_\_) Does not apply to: Kennels, Taxi, Hawkers and Peddlers and Recreational Establishments
- Certificate of Insurance (liability, property damage, alcohol liability) Does not apply to: Campgrounds, Hawkers and Peddlers and Kennels

**Please fill out the appropriate section(s) according to the Business License required.**

**Campgrounds \$180.00 (Schedule "A")**

I have included the following documentation with this license application:

- Site Plan (4 copies) showing locations and dimensions of lots, etc.
- Electrical Safety Authority Letter (date: \_\_\_\_\_)  
Have you made any installations or alterations to the electrical system since the issuance of the previous licence? YES NO

**Exhibitions/Festivals \$140.00 (Schedule "B")**

I have included the following documentation with this license application:

- Copy of letter from the OPP advising that they are aware of the event and satisfied with security precautions.
- Fire/Site Plan showing locations and dimensions of lots, etc.
- Special Occasion Permit (only applicable if no liquor license)
- Electrical Safety Authority Letter (date: \_\_\_\_\_)  
Have you made any installations or alterations to the electrical system since the issuance of the previous licence? YES NO

**Hawkers and Peddlers \$130.00 (Schedule "C")**

I have included the following documentation with this license application:

- Statement providing a full description of goods, wares and merchandise
- Criminal Record Check (dated within 30 days)
- 2 prints of a passport size photograph of the applicant

**Kennels \$50.00 before March 31<sup>st</sup>, \$75.00 after March 31<sup>st</sup>.**

I have included the following documentation with this license application:

If Kennel licence required: Boarding (Please circle) Yes No Breeding (Please circle) Yes No

Does the public access the kennel building? (Please circle) Yes No

Number of Dog/breed(s): \_\_\_\_\_

- Attached certificate(s) of registrations for each dog (pure bred dogs only)

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**Public Halls \$130.00 (Schedule "D")**

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I have included the following documentation with this license application:

- Copy of Liquor Licence (LCBO)
- Electrical Safety Authority Letter (date: \_\_\_\_\_)  
Have you made any installations or alterations to the electrical system since the issuance of the previous licence? YES NO

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**Recreational Establishments \$130.00 (Schedule "E")**

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I have included the following documentation with this license application:

Number of Machines (re: Arcade games, go-karts): \_\_\_\_\_

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**Refreshment Vehicles \$130.00 (Schedule "F")**

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I have included the following documentation with this license application:

- a letter from the County of Simcoe for County Roads (if applicable)
- If operating propane or natural gas, a certificate stating that the vehicle has been inspected and certified
- a letter of authorization from the private property owner where the vehicle is to be located
- a site diagram, showing location of proposed refreshment vehicle in relation to property lines and proposed signage.
- a detailed description in writing containing a full description of refreshments to be sold or offered for sale.

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**Restaurants \$120.00 (Schedule "G")**

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I have included the following documentation with this license application:

- copy of the Liquor Licence (LCBO)

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**Taxis (Schedule "H")**

**Plate owner, \$110.00, Taxicab Driver \$90.00,**

**Replacement plate owner \$40.00, Replacement Drivers Card \$30.00 and Change of Cab \$80.00**

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**TAXICAB DRIVER'S LICENCE:**

- 2 prints of a passport size photograph of the applicant
- Criminal Record check
- Ontario Driver's Licence Abstract (dated within 30 days)
- Show Ontario Driver's Licence (DL # \_\_\_\_\_)
- Letter of Promise of employment from the plate owner, broker or lessee
- Certificate from a Doctor stating the driver is fit and able to operate a motor vehicle (if requested)
- Applicant Date of Birth \_\_\_\_\_ (Month, Day, Year)

**PLATE OWNER'S LICENCE:**

- Current valid driver's licence issued pursuant to this by-law
- Current passenger motor vehicle permit (ownership)
- for each vehicle, a policy or certificate of insurance
- current valid Safety Standards Certificate

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**Disclaimer and Signature**

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I certify that the information I have provided is true and complete to the best of my knowledge.

I confirm that I understand that I can obtain further information or explanation of any item contained within the Licensing By-law, free of charge, from the Licensing Officer at the Township of Tiny Municipal Office.

I understand that false or misleading information in my application may result in non-issuance or suspension of a licence.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

*Personal information collected will be managed in accordance with the  
Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for a licence.*

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**FOR OFFICE USE ONLY**

Legal Description: \_\_\_\_\_ Roll# \_\_\_\_\_ Zoning Approval: \_\_\_\_\_

Date Licence Issued: \_\_\_\_\_ Licence No. \_\_\_\_\_

Fee Amount: \_\_\_\_\_ Receipt No. \_\_\_\_\_