



**Town of Coaldale Business License Application**

200, 1801 20 Ave Po Box 1236 Coaldale, AB T1M 1N1

Phone: 403-345-1300 Fax: 403-345-1311

**BUSINESS INFORMATION**

Day                       Month                       Annual (Year ends December 31)

Check If Applicable:

Resident                       Non-Resident                       Home Occ I                       Home Occ II  
 New Application                       Change of Owner                       Change of Use                       Change of Location

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

Registered Business Name: \_\_\_\_\_

Address of Work Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Bus: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website Address \_\_\_\_\_  Permission to Publish in Business Directory

Expected Business Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Category: \_\_\_\_\_ Type of Business (describe nature of business and business related activities):

Applicant Name: \_\_\_\_\_ Phone Bus: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Person:  Same as above

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

In the Town of Coaldale the Business License Bylaw 834-C-11-21 requires that all businesses obtain a Business License prior to commencing operations in the Town.

I hereby apply for a Business License in accordance with Bylaw 834-C-11-21 to carry on business within the corporate limits of the Town of Coaldale. I declare that all information provided in this application by me is true and correct.

Your Business name, phone number and address are collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act. This information will be used for the Town of Coaldale Business Directory. If you have any questions about this collection, contact the FOIP Coordinator, 200, 1801 20 Ave, Po Box 1236 Coaldale, AB , T1M 1M1 or 403-345-1300.

Personal information provided in this application is collected under the authority of the Business License Bylaw 834-C-11-21 and will be used for issuing of permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Licensing/Permits/Certificates

Any application for a business license in the Town of Coaldale is required to confirm to the provisions outlined in Bylaw 834-C-11-21 and any other Town Bylaw, Provincial Statute or Federal Act that applies to that business and provide proof of the same. The applicant may be required to submit proof of any license, permit, certificate or any other piece of relevant information required by the Business License Inspector.

- Government of AB License (fundraising businesses, door-to-door solicitors, pre-paid contractors, etc.)  
 Non-profit/Charitable Organization No. \_\_\_\_\_  AHS  
 AMVIC License  Trade Certification  Proof of Insurance  Articles of Incorporation  
 RCMP Referral Req'd  Fire Chief Approval Req'd  Employee List  
 Taxi  ALG

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### OFFICE USE ONLY

License #: \_\_\_\_\_ NA #: \_\_\_\_\_ A/R #: \_\_\_\_\_ Roll #: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Fee: \_\_\_\_\_ Pro rate  X \_\_\_\_\_ months

Development Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

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Approved by: \_\_\_\_\_  
*Name Signature Date*

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## Fee Schedule

Business located in Town of Coaldale

Zoning Annual Fee Commercial, Industrial, Institutional/Recreational: \$100

Home Occupation #1 (Home Office): \$100

Home Occupation #1 Initial Development Fee: \$55

Home Occupation #2 (Customers come to the home): \$175

Home Occupation #2 Initial Fee Development Fee \$210

Business located outside the Town of Coaldale

Daily: \$25

Monthly: \$100

Annually: \$400

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## Licensing Information

Alberta Gaming and Liquor Commission [www.aglc.gov.ab.ca](http://www.aglc.gov.ab.ca) 403-331-6500

Alberta Government Services [www.servicealberta.ca](http://www.servicealberta.ca) 310-0000

Alberta Motor Vehicle Industry Council [www.amvic.org](http://www.amvic.org) 1-877-979-8100

Alberta Permit Pro 403-381-6111

Chinook Regional Health Authority [www.albertahealthservices.ca](http://www.albertahealthservices.ca) 403-388-6111

Coaldale & District Chamber of Commerce [www.coaldalechamber.com](http://www.coaldalechamber.com) 403-345-2358

Real Estate Council of Alberta [www.reca.ca](http://www.reca.ca) 1-888-425-2754

SouthGrow Regional Economic Development [www.southgrow.com](http://www.southgrow.com) 403-942-0601