



APPLICATION FOR BUSINESS LICENCE
(for businesses operating within the corporate limits of the Town of Onoway)

Box 540, Onoway, AB T0E 1V0
 Phone: 780-967-5338
 Fax: 780-967-3226
 Email: info@onoway.ca
www.onoway.ca

Businesses in Onoway are required to have a valid Business Licence. Completion of this form does not guarantee approval of a Business Licence.

Business/Operating Name

Owner/Licensee Name & Address

Name _____

Address _____

Operating Address of Business

Owner Phone _____

Mailing Address (if different from operating address)

Business Directory:
 Free Listing in Town of Onoway Business Directory and/or Town website.
**Information indicated with this symbol will be included in the business directory and/or on website.*

Would you like your business information advertised in the Town directory and/or Town website? Yes/No

Emergency Contacts (Name & Phone Number)

Primary _____

Secondary _____

ANNUAL LICENCE FEES
2019 – NO FEE

Business Information (shared with emergency services)

*Contact Name _____

*Business Phone _____

Cellular _____

*Fax _____

*Email _____

*Website _____

Fully describe the operation of the business.
What is the proposed trading area?
Outline your hours and days of operation.
Please specify any type of flammable good that will be required for your business and how you intend to store them.

Business owners shall be responsible or carrying out the provisions of the Albert Fire Code. If your Business Licence fee is exempt in accordance with a Statute of the Province of Alberta, Parliament of Canada or a registered association, you are required to provide proof.

If hazardous materials and/or chemicals are used/stored at business locations, please list:

Other Comments?

The Town of Onoway has a vibrant and effective Chamber of Commerce. We encourage you to contact the Chamber to see if joining them would be of benefit to your business. Please phone the below for details.



Chamber of Commerce Contact Information
Box 723, Onoway, AB T0E 1V0
PH: 780-967-2550
info@onowaychamber.ca

This area if for office use only

Tax Roll Number _____ Licence Fee \$ _____ Paid _____

Home based ____ Home Occupation: ____ Commercial/Industrial ____ Exempt ____ *(please check one)*

If exempt, please provide proof – Yes/No

Development Permit - Yes/No Building Permit – Yes/No

Application Date: _____ Issue Date: _____ Renewal Date: _____ Expiry Date: _____

Refusal Date: _____ Refusal Reason: _____

Applicant Printed Name Applicant Signature Date