

Business License Application | Bylaw 06/2024

General Information	
Corporate or Business Name: <i>trading/operating as (if different)</i>	
Business Address: Home Based: <input type="checkbox"/> yes <input type="checkbox"/> no	
Business Mailing Address:	
Applicant's Name:	
Applicant's Title: <i>(if a corporation)</i>	
Contact Number:	
Email Address:	
Type of Business:	
Application Date:	
Business Start Date:	
Home Based Business License Application Details	
Zoning:	Size of Residence: _____ SQF Total Area used for Business/Occupation: _____ SQF
Number of Employees: Number of Business Vehicles:	Number of Customers Anticipated at one time: Auxiliary Storage Location:
Will you be providing service in the residence only? <input type="checkbox"/> yes <input type="checkbox"/> no Will there be hazardous materials utilized or associated with the business? <input type="checkbox"/> yes <input type="checkbox"/> no	Will there be goods or materials offered for sale in the residence? <input type="checkbox"/> yes <input type="checkbox"/> no If Yes, Type: _____ Quantity: _____
Do you require a Direct Seller's License? <input type="checkbox"/> yes <input type="checkbox"/> no If Yes, What company is the license registered under? _____ Province # _____ ID Card # _____	Will there be any construction or renovation work done on your premises? <input type="checkbox"/> yes <input type="checkbox"/> no If Yes, type of work: _____ _____
Applicant's Signature: _____ Date: _____	

OFFICE USE ONLY					
Business License Fee Schedule: City of Melville Bylaw 06/2024					
Business License Type	Application Fee		Business License Fee		Pro-Rated Fee (after Aug 31)
Resident	\$25		\$100		\$50
Resident (Seasonal)	\$25		\$50		N/A
Non-Resident	\$25		\$250		\$125
Home Based	\$25		\$100		\$50
					Pro-Rated Fee per day
Direct Sellers / Direct Sales Contractors	N/A		\$100		\$50
Transient Traders	N/A		\$100 for each one-week period or portion thereof		N/A
<p>Third Party Referrals/Approvals;</p> <p>Council Referral <i>(for HBBL applications)</i>;</p>					
<div style="display: flex; justify-content: space-between;"> <div style="width: 40%; border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 40%; border-bottom: 1px solid black; margin-bottom: 5px;"></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">(signature of approval)</div> <div style="width: 40%;">(date)</div> </div>					
CLIENT:		TOTAL FEES:			
AR CUSTOMER:		INVOICE NO:			
BL CUSTOMER:		RECEIPT NO:			