

Business License Change Form

(In Accordance with Bylaw # 5225)

Part "A" - Registry

Date : _____ 20____

Type of Change Requested: _____

Registered Business Name: _____

Operating Name of Business (if different from above): _____

Nature of Business: _____

Business Start/Effective Date: _____

*Note: A business applicant is not authorized for operation within the City of Moose Jaw until the approval of the License Inspector.

Business Mailing Address: _____

City: _____ Prov.: _____

Postal Code: _____ Business Phone: (____)_____

Civic Address of Operation: _____

Civic Addresses where businesses will be operating: (Note: for use only when registering multiple business on one license)

(1) Name: _____ Type of Business: _____

Civic Address: _____ Phone: (____)_____

(2) Name: _____ Type of Business: _____

Civic Address: _____ Phone: (____)_____

(3) Name: _____ Type of Business: _____

Civic Address: _____ Phone: (____)_____

Owner Name: _____ Are you 18 years or older? Yes No

Contact (if different from Owner): _____ Owner/Contact Phone: (____)_____

I/We hereby make application for a Business License in respect to the above in accordance with the Bylaws of the City of Moose Jaw relating to operating a business within the City of Moose Jaw, Bylaw # 5225.

I/We have complied with requirements under all City of Moose Jaw Bylaws relating to the business(s) listed above. (e.g. Zoning, Trailer, Provincial Bond etc.) _____(initial)

Note: The issuing of a license to a person by the City does not relieve that person of the responsibility to obtain any provincial license that may be required by law. _____(initial)

Signature

PART "B" – FINANCIAL INFORMATION MUST BE COMPLETED. Please see reverse side.

For Office Use Only

License Department:

Received by: _____ Date Issued: _____ Date Sent to Engineering Dept: _____

Customer #: _____ Category Assigned: _____ Already Paid? _____

If no - (New Businesses Only/After Jan 31) Prorating: # of days ____/365= _____ X Category Fee: _____ = Prorated Amount: _____

Engineering Department:

License Insp. Approval: _____ Zoning Approval: _____

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(in Accordance with Bylaw #5225)
Part "B" – Financial Information (Confidential)

Please note all information Contained in Part "B" of the Business License Application will remain Confidential.

For the purpose of making application to conduct business in the City of Moose Jaw, I declare the following:

1. I own or lease property in the City for the purpose of conducting my business.

Yes
(If you answered yes to this question please complete section (2))

No
(If you answer no, you are a transient business and must pay that annual license fee or apply for Discretionary Use Permit if you are eligible)

2. You must supply **ONLY ONE** of the following:

a) In the case of an applicant who owns or leases property for the purpose of conducting their business, the annual gross revenue for my business(es) for the immediately preceding year, falls into the following range: (Please note if you are making an application for multiple businesses the combined total gross annual revenue must be used.)

Category "A" - Less than \$50,000
Category "B" - Between \$50,000 and \$500,000
Category "C" - Greater than \$500,000

b) Information on the annual gross revenue for my business for the immediately preceding year is not available. My projected annual gross revenue, based on the best information available will fall into the following range:

Category "A" - Less than \$50,000
Category "B" - Between \$50,000 and \$500,000
Category "C" - Greater than \$500,000

c) I decline to provide financial information respecting the historical or anticipated gross annual revenue of my business and, in doing so, acknowledge that my business will be assigned Category "C" in the Business License Bylaw.

d) The business activities being conducted under this license application are undertaken by a non-profit corporation registered under The Non-Profit Corporations Act.

e) The business activities being conducted under this license application are undertaken by a charitable, social, educational, religious or philanthropic group.

I hereby declare the above statements to be true and acknowledge that it is an offence pursuant to the City of Moose Jaw's Licensing Bylaw # 5225 to provide false or misleading information for the purpose of procuring or renewing a business license.

Name: _____ Signature: _____ Date: _____
(please print) (must be business owner or authorized representative)

Please mail the change form to:

**City of Moose Jaw
Licensing Department
228 Main Street North
Moose Jaw, SK
S6H 3J8**