

## Business Licensing - Eatery - Documents Required - New / Renewal

### NEW

LICENCE TYPE	COMPLETED BUSINESS LICENCE APPLICATION FORM	ARTICLES OF INCORPORATION / BUSINESS NAME REGISTRATION (MBL)	IDENTIFICATION (i.e. Provincial Driver's Licence)	ZONING CERT./ BUILDING PERMIT	C of A MINOR VARIANCE may be required check with Planning and Building Department - Zoning	REGION OF PEEL HEALTH CLEARANCE	*AUTHORIZATION LETTER	Payment of Licence Fee
RESTAURANT	X	X	X	X	X	X	X	X
RETAIL FOOD PREMISE	X	X	X	X	X	X	X	X

**NOTE:**

Health Department Approval required for:

- (1) all new businesses or
- (2) any business that has been closed for any length of time or renovations have occurred

### RENEWAL

LICENCE TYPE	COMPLETED BUSINESS LICENCE APPLICATION FORM	BUSINESS REGISTRATION PAPERS or NOTICE OF CHANGE (if any changes to the business)	IDENTIFICATION (i.e. Provincial Driver's Licence)		C of A MINOR VARIANCE may be required check with Planning and Building Department - Zoning		*AUTHORIZATION LETTER	Payment of Licence Fee
RESTAURANT	X	X	X		X		X	X
RETAIL FOOD PREMISE	X	X	X		X		X	X

\*LETTER OF AUTHORIZATION: signed by a Director, Owner or Partner appointing an agent to act on their behalf if they cannot attend or sign the Business Licence Application form.