

FOR OFFICE USE ONLY	

BUSINESS DEVELOPMENT APPLICATION

NOTICE TO APPLICANT:

- All Applications <u>MUST</u> Include: Copy of the Legal (Stamped) Property Survey or Real Property Report. The required processing fee (see Town's Development Fee Structure) is to accompany the business development application (This fee is non-refundable).
- Discretionary Use Advertisement fee <u>MUST</u> be paid prior to application review by the Planning & Development Committee and Council (This fee is non-refundable).

(1) APPLICANT CONTACT INFORMATION					
Name:					
Mailing Address:		Postal Code:			
Home #:	Work #:	Cell #			
Fax #:	E-mail:				

(2) PROPERTY INFORMATION	
Property Civic Address #:	
Property Owner (if different from applicant):	
Property Owner (if different from applicant):	

(3) PURPOSE OF APPLICATION							
	New Business		Relocate Existing Business		Transfer of Existing Business		Other

(4) PROPOSED BUSINESS DETAILS
Proposed Business Name (Optional):
Describe the Business:

(5)	5) DISCRETIONARY USE ADVERTISEMENT				
I,, would like to have the Discretionary Use Ad placed in the:					
	Choose Publication:	Cost	Date	Receipt #	
	The Evening Telegram	Cost Recovery			
	Northeast Avalon Times	Cost Recovery			

IF NOT APPLICABLE, PLEASE DENOTE N\A:

(6) BUSINESS					
Official Start Date:	Is this a Non-Profit O	rganizatio	n: 🗖 .	Yes	D No
Is the Business Incorporated:	Registration #: Date of Registration:				
Does the business require the construction of a separate building, extension or renovations of the existing dwelling? *If yes, a separate building & development application must be submitted for processing.	TYes		No		
Will the business be operated from of a dwelling?	□ Yes	D No			
Will the business operate from an accessory building?	🗖 Yes		No		
What will be the floor area occupied by the business?	Sq. M.	Please attach a floor plan ill location and dimensions of proposed business.			
What equipment/materials will be used in the business?	Please provide a detailed list.				
Do you propose to store goods\equipment on site?	Yes, please prov	vide detail	l.		🗖 No
What will be the days and hours of the business operation?					
How often do you expect people visit the business? If applicable.					
How many employees will be involved in the business?	Full-Time		Part-Time		
Are the employee's residents of the dwelling? If applicable.	□ Yes #	🗖 No		□ N\A	
Parking Plan as per Schedule D: Off-Street Parking Requirements	Please attach a scaled drawing of the parking area showing all available parking spaces.			g area	
Will the business require an advertisement sign?	# of signs:	Dimensi	ions	Heig	ht
Location of advertisement signs:	Please attach a s location of each existing structur boundaries.	advertise	ment sign in	relatio	on to

DECLARATION STATEMENT

In the province of Newfoundland and Labrador, do solemnly declare that the statements herein contained in this application are true and made with a full knowledge of the circumstance connected with same that the location survey and plot plan submitted correctly sets out the location of the business described in the said application. I agree to comply with all Town Regulations, agree to operate in accordance with the business plans approved by the Town, and not to commence operation without applicable written approval and/or a permit from the Town. I also hereby submit this application and confirm that I have read the "DECLARATION" herein and I make this solemn declaration, conscientiously believing it to be true and knowing that is of the same force and effect as if made under oath.

Applicants Signature:	Date:
Property Owner's Signature:	Date:

Note: Where the applicant and property owner are not the same, the signature of the property owner will be required before the application can be accepted for processing.