



200, 5604 50 Street, Ponoka AB T4J 1G5

Phone: 403-783-4431 Email: permits@ponoka.ca

Office Use Only
Submission Date: Roll: Customer Identification:

Business Licence Application COMMERCIAL/INDUSTRIAL/MOBILE/HOME-BASED

(Please print and complete ENTIRE form)	
BUSINESS INFORMATION	
Legal Business Name:	
Operating Business Name:	
Business Address:	
Business Mailing Address:	
Email: Business Phone:	
APPLICANT INFORMATION	
Name: Phone:	
Mailing Address:	
Email:	
ADDITIONAL INFORMATION	
1. Are you a Resident Business, Non-Resident Business, or Regional Resident Business? 2. Are you applying for a Short-Term Business Licence (max. 4 months within calendar year)? Yes No No Vehicle Identification #: 4. Are you a Home-Based Business? Yes No Development Permit #: 5. Are you the registered property or MBU owner? Yes No If No, Letter of Authorization is required 6. Are you providing a business description? Yes No If No, Letter of Intent is required 7. Do you wish to have your business information Yes No provided to the Chamber of Commerce Business Directory?	
The granting of this Licence shall in no way relieve the owner from complying with the Town of Ponoka Land Use Bylaw, Business Licence Bylaw, any other Town bylaws, or applicable Provincial or Federal Statutes or Regulations. I certify that the Business will abide by all regulations after receipt of a Business Licence and knowing that failure to comply with all regulations in result in penalties, suspension or revocation of my Licence.	nay
Printed Name of Applicant Signature of Applicant	

The Town of Ponoka collects personal information, including name and contact information, for the purpose of providing programs, services and contacting customers in this regard. The Town of Ponoka is authorized to collect this personal information under section 33 of the Freedom of Information and Protection of Privacy Act and by section 617 of the Municipal Government Act. Please contact Development Services at the Town offices at 200, 5604 50 Street, Ponoka, Alberta, or phone 403-783-4431 if you have any questions about this collection of information.