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## Application for a Business Licence - Food Shop

200 King St W - 2nd Floor, Kitchener, Ontario N2G 4G7

[licensing@kitchener.ca](mailto:licensing@kitchener.ca) P: 519-741-2200-2275 F: 519-741-2705

[www.kitchener.ca/businesslicensing](http://www.kitchener.ca/businesslicensing)

**Definition:** "Food Shop" means a Business where food products intended for human consumption are made for sale, offered for sale, stored, or prepared, but does not include the selling of bottled or canned beverages, meat in an airtight package, or prepackaged candies other than those required to be frozen, and includes, but is not limited to, a bake shop, restaurant, or an establishment or kitchen used for the purpose of catering or preparation of food for catering.

### Business Information:

Date of Application: _____	Opening Date for Business: _____
Business/Operating Name: _____	
Business Address: _____ _____	
Business Email: _____	Phone Number: _____

### Ownership Information:

Circle one	Sole	Partnership	Incorporated (Corporate Number): _____
Owner/Partner/Corp Name(s): _____			
Address: _____			
Mailing Address (if different than above): _____			
Email: _____		Phone Number: _____	

### Applicant Information: (if the same as above, check the box)

Name: _____	
Address: _____	
Mailing Address (if different than above): _____	
Email: _____	Phone Number: _____

### Contact Information: (Contact used in emergency situations and/or for inspections)

Check the Box if, same as Owner	<input type="checkbox"/>	or	Same as Applicant	<input type="checkbox"/>
Contact Name: _____				
Phone Number: _____		Email: _____		
Preferred method of license delivery: (circle)		Mail	Email	Pick up

Please list all services offered:

**Services offered: Circle yes or no**

YES	NO	Establishment proposed to sell Liquor with AGCO under the Liquor License Act.
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**Please initial indicating you have read and understand. Every Food Shop Licensee shall:**

	post the Licence in a conspicuous place in the Licensed Premises.
	post the occupancy load in a conspicuous place in the Licensed Premises.
	comply with the requirements of the Medical Officer of Health through the Region of Waterloo Public Health.

**Required Approvals: Staff to contact divisions for final inspections. An email or phone call may follow.**

	Building Approval Contact Phone # 519-741-2312
	Fire Approval Contact Phone # 519-741-2495
	Region of Waterloo Health Approval Contact Phone # 519-575-4400
	Zoning Approval Contact Phone # 519-741-2426
	Plumbing Approval Contact Phone # 519-741-2312

<b>Non-refundable Application Licence Fee:</b>	\$316	Food Shop With Liquor Licence
	\$281	Food Shop Without Liquor Licence

**Accepted Methods of Payment: Cash, Cheque, Debit (cheque made payable to City of Kitchener)**

I certify that:

- I am the business owner and/or have been authorized by the business owner listed on this application to apply for the business licence;
- I understand all licences are non-transferable;
- I will confirm whether a building permit or zoning occupancy permit is required;
- I agree to comply with all requirements under this Bylaw, and/or any conditions place on the licence;
- I am at least 18 years of age;
- I will confirm to and abide by any relevant City of Kitchener By-laws, and any other provincial or federal law or Act;
- I understand amendments to an issued licence may result in additional requirements and/or licence.
- I understand that the fees are non-refundable and cannot be prorated; and
- the statements contained in this application are true and accurate.

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Applicant's Name (Printed)	Applicant's Signature	Date
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