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## Application for a Business Licence - Pet 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:** "Pet Shop" means a Business that sells, has for sale, or keeps Animals including without limitation rodents, reptiles, fish or amphibians.

### Business Information

Date of Application: \_\_\_\_\_ Opening Date for Business: \_\_\_\_\_

Business/Operating Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

### Ownership Information

(Circle one) Sole Partnership Incorporated (Corp #) \_\_\_\_\_

Name(s)/Partner(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

### Applicant Information (IF SAME AS ABOVE, CHECK THE BOX)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

### CONTACT INFORMATION: (Contact will be used in Emergency situations and/or for inspections)

Check the Box, if same as Owner

or Same as Applicant

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method of license delivery: (circle) Mail Email Pick up

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**Every Pet Shop Licensee Shall: Initials required**

	When acquiring an animal for the purpose of offering the animal for sale, shall obtain the animal only from the sources outlined in Schedule 19 #2.
	Post the Pet Shop License in a conspicuous place.
	Post a list of Animals prohibited by the City
	Keep Animals in sanitary, well-bedded, well ventilated, adequately lighted, clean quarters, and maintain such quarters at a healthful temperature at all times.
	Ensure that all garbage, refuse, and animal droppings shall be collected and stored in containers with tight lids and shall be disposed of frequently.
	Provide cages, pens, or containers for caged Animals that are sufficient in size and height to permit an Animal to stand its full height and to turn around easily, and to lie down easily, and ensure that all cages cannot be easily overturned and avoid overcrowding.
	Ensuring that each cage containing a bird shall be of sufficient size and dimensions to enable each bird to have an amount of perch space for itself which would permit the bird to fully extend its wings in every direction from its perch.
	Adequately feed and water the Animals.
	Keep and Maintain a register for at least 24 months of each Animal purchased or otherwise obtained by the Pet Shop Licensee, which shall include: <ul style="list-style-type: none"> <li>i the date the Animal was obtained or purchased.</li> <li>ii a full description of the Animal including sex, colour, breed, distinguishing markings and name, if any.</li> <li>iii advise any Person purchasing a dog of the licensing requirements found in any by-law of the City and advise the Animal Services Provide of the names and address of the City of Kitchener residents who have purchased dogs.</li> </ul>

**Every Pet Shop Licensee that keeps, sells, or offers for sale any restricted Animals Shall: Initials required**

	Advise every City of Kitchener resident who purchases a restricted Animal of the registration requirements from the city.
	Make every reasonable effort to obtain the name and address of any person purchasing a restricted Animal.
	Submit to the Animal Service Provider the names and addresses of City of Kitchener residents who have purchased restricted Animals.

**Required Approvals: ( City staff will contact to arrange inspections)**

	Planning Approval Contact Phone # 519-741-2426
	Animal Service Provider Approval (Kitchener-Waterloo and North Waterloo Humane Society) Contact Phone # 519-745-5615

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<b>Non-refundable Application Licence Fee:</b>	<b>\$133</b>
<b>Licenses are non-transferable</b>	<b>Accepted Methods of Payment: Cash/Cheque/Debit</b>

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 agree to comply with all requirements under this Bylaw, and/or any conditions place on the licence;
- I am 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.

\_\_\_\_\_  
Applicant's Name (Printed)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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## SCHEDULE 19

### PET SHOP

1. In addition to the licensing requirements set out in section 4 of this By-law, an Applicant for a Pet Shop Licence shall supply the following:
  - a) Animal Service Provider Approval; and
  - b) Planning Approval.
2. Every Pet Shop Licensee, when acquiring an animal for the purpose of offering the animal for sale, shall obtain the animal only from the following sources:
  - a) municipal animal shelter;
  - b) registered humane society;
  - c) registered shelter; or
  - d) rescue group.
3. Every Pet Shop Licensee shall:
  - a) post the Pet Shop Licence in a conspicuous place;
  - b) post a list of Animals prohibited by the City;
  - c) keep Animals in sanitary, well-bedded, well ventilated, adequately lighted, clean quarters, and maintain such quarters at a healthful temperature at all times;
  - d) ensure that all garbage, refuse, and animal droppings shall be collected and stored in containers with tight lids and shall be disposed of frequently;
  - e) provide cages, pens, or containers for caged Animals that are sufficient in size and height to permit any Animal to stand its full height and to turn around easily, and to lie down easily, and ensure that all cages cannot be easily overturned and avoid overcrowding;
  - f) ensure that each cage containing a bird shall be of sufficient size and dimensions to enable each bird to have an amount of perch space for itself which would permit the bird to fully extend its wings in every direction from its perch;
  - g) adequately feed and water the Animals;

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- h) keep and maintain a register for at least 24 months of each Animal purchased or otherwise obtained by the Pet Shop Licensee, which shall include:
    - i. the date the Animal was obtained or purchased;
    - ii. a full description of the Animal including sex, colour, breed, distinguishing markings and name, if any; and
    - iii. advise any Person purchasing a dog of the licensing requirements found in any by-law of the City and advise the Animal Services Provide of the names and address of the City of Kitchener residents who have purchased dogs.
4. Every Pet Shop Licensee that keeps, sells, or offers for sale any restricted Animals shall:
- a) advise every City of Kitchener resident who purchases a restricted Animal of the registration requirements from the City;
  - b) make every reasonable effort to obtain the name and address of any person purchasing a restricted Animal; and
  - c) submit to the Animal Service Provider the names and addresses of City of Kitchener residents who have purchased restricted Animals.
5. No Pet Shop Licensee shall:
- a) knowingly sell any diseased Animal;
  - b) sell or keep for sale any Animal which is prohibited under any by-law of the City;
  - c) display an Animal unless such Animal is adequately protected from drafts, direct rays of the sun, excessive heat or cold;
  - d) sell or give away any dog under the age of eight weeks; and
  - e) sell or give away any cat under the age of eight weeks.