



NEW APPLICATION      UPDATE INFORMATION

## Business License & Massage Practitioner Application

**NOTE:** ALL fields on this Application form must be completed before the application can be processed. If any fields are irrelevant to your business, please indicate this by entering "N/A". City of Airdrie fax #: 403-948-6567

BUSINESS INFORMATION					
FULL NAME				BIRTHDATE	
BUSINESS NAME					
HOME ADDRESS			CITY		POSTAL CODE
BUSINESS ADDRESS			CITY		POSTAL CODE
HOME PHONE			HOME FAX		
BUSINESS PHONE			BUSINESS FAX		

PRIMARY CONTACT INFORMATION			
NAME			TITLE
PHONE			EMAIL

IDENTIFICATION DOCUMENT 1			
TYPE			NUMBER

IDENTIFICATION DOCUMENT 2			
TYPE			NUMBER

CERTIFICATE INFORMATION			
INSTITUTE			# OF HOURS

IN CASE OF AN EMERGENCY				
<i>The following information will be used in cases of Emergency and shared with Airdrie Emergency Services. Please list those people that have 24 Hour Access to your Business Location.</i>				
CONTACT NAME 1			PHONE	
KEYHOLDER: YES	NO	ALARM PASSWORD: YES	NO	PHONE 2
CONTACT NAME 2			PHONE	
KEYHOLDER: YES	NO	ALARM PASSWORD: YES	NO	PHONE 2
Are any DANGEROUS GOOD or CHEMICALS stored at the Business Location? YES NO <i>(If 'Yes', please list)</i>				

PRE-REQUISITE	
The Food Establishment Permit or copy of your Health Inspection form issued by Alberta Health Services, Environmental Health <b>MUST</b> be attached to your application form. (Contact the Health Inspector at 912-8459 should you require more information)	
ALBERTA HEALTH SERVICES #	

DECLARATION			
<i>I hereby certify that all information given in this application is true to the best of my knowledge.</i>			
SIGNATURE of BUSINESS OWNER <small>(Application will not be processed, if left blank.)</small>			DATE

FOR OFFICE USE ONLY			
<input type="checkbox"/> DAY LICENSE	<input type="checkbox"/> TRANSFER	<input type="checkbox"/> NEW BUSINESS	CODE
RECEIPT #		AMOUNT PAID	LICENSE #

*The information on this form is collected under the authority of the Business License Bylaw and Section 33 of the Freedom of Information and Protection of Privacy Act and is used solely for purposes related to carrying on a business within the City of Airdrie. Questions about the collection of this information can be directed to the Chief License Inspector, 400 Main ST SE, 403-948-8837. Please be aware that under the FOIP Act, the information on this form may be shared with third parties.*

BUSINESS PROFILE FOR ECONOMIC DEVELOPMENT		
<i>For more information or clarification, please contact the Economic Development Department @ 403-948-8844.</i>		
1. What Year was your Business established?		
2. What is the size of your Business Building Location(s)? (Please indicate if m <sup>2</sup> or ft <sup>2</sup> )		
3. How many total Employees does your Business have? (Both Full and Part Time)		
	<b>YES</b>	<b>NO</b>
4. Are you planning to expand your business in the next 2 to 5 years?		
5. Would you like someone from Economic Development to follow up with you?		
6. Would you like to be on the City of Airdrie Economic Development eMail List? (for Events, Business Information, monthly e-newsletter, etc...)		
7. <b>a. Do you want your business (business name, address, website &amp; phone) listed in the free business directory on the City of Airdrie website?</b>		
b. Do you want your home address published in the business directory?		
8. Please list Products and Services that your Business offers. Be as specific as possible. This information allows us to ensure you are listed in the appropriate industry/business categories.		

BUILDING INSPECTIONS INFORMATION
<p><b>OCCUPANCY PERMIT:</b>            An Occupancy Permit is required before any occupancy of a building after:</p> <ul style="list-style-type: none"> <li>Construction (includes occupancy of new bays)</li> <li>Relocation</li> <li>Partial Demolition</li> <li>Alteration of that building, and/or</li> <li>Change in the occupancy of a building (i.e. change from office use to mercantile use)</li> </ul> <p>If you require an Occupancy permit, applications can be obtained at the City of Airdrie's Building Inspections Department, which is located at City Hall: 400 Main ST SE, 403-948-8832. An Occupancy Permit application can also be obtained from our website (<a href="http://www.airdrie.ca/building/forms.cfm">http://www.airdrie.ca/building/forms.cfm</a>)</p>

FOR OFFICE USE ONLY		
ITEM	DATE ISSUED/COMPLETE	BY
<b>DEVELOPMENT PERMIT</b>		
<b>BUILDING INSPECTIONS PERMITS</b>		
<b>FIRE INSPECTIONS</b>		
<b>BUSINESS LICENSE</b>		

CREDIT CARD INFORMATION			
<b>CREDIT CARD TYPE</b>		<b>EXPIRY DATE</b>	
<b>CREDIT CARD #</b>		<b>CSV #</b>	

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