

Clear Form

Print Form

New Application

Resident – Commercial / Industrial / Institutional

Resident – Home Occupation

Non-Resident

Renewal – Business Licence No.

LC _____

Business Information

Legal/Corporate Name

If you do not have a Registered Corporation, please enter your first and last name.

Operating /Trade Name

(If applicable)

Business Activity Description

NAICS Code (5-Digit Code)

The City of Grande Prairie classifies businesses by the North American Industry Classification System (NAICS). Leave this section blank if you are unsure of your code.

Phone

Business Email

No. of Full-Time Employees

No. of Part-Time Employees

Approx. sq. ft. of Business Premise

Franchise Business

Yes No

Physical Business Address (PO Boxes will not be accepted)

Street Address

City

Province/State

Postal/Zip Code

Country

Business Mailing Address

Same as physical address

Street Address

City

Province/State

Postal/Zip Code

Country

Lease/Rent Business Premise or Own Business Premise

Business Contact Information

Owner Name

Street Address

City

Province/State

Postal/Zip Code

Country

Email

Phone

Main Contact Name

(If different from Owner)

Position

Phone

Email

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Provincial Licensing

If your business requires to have a provincial licence, please provide a copy of the valid provincial licence.

Licence No.

I hereby certify that the above information is true and properly sets out the business which is presently carried on by the applicant, owner, or operator. Approval of this Business Licence does not exempt the applicant from obtaining necessary permits required through Municipal Bylaws, Federal and Provincial Statutory Regulations.

Applicant Name

Position

Applicant Signature

Date

NOTE: By typing your name into the signature box below (or by signing a printed version of this application), you agree that all information submitted on this declaration is true and accurate.

The personal information on this form is collected under the authority of the City of Grande Prairie Licensing & Regulation of Businesses Bylaw C-1393 and Section 33(c) of the *Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25* (the "**FOIP Act**"), as amended from time to time, and will be used to administer the City of Grande Prairie's Business Licensing Program. The City may request input from employees of other City of Grande Prairie departments, Alberta Health Services, Grande Prairie RCMP, Grande Prairie & Area Child and Family Services and/or Alberta Gaming Liquor Cannabis Commission in order to properly assess your application for this license or to determine appropriate conditions, if any, for this license. In addition, the City of Grande Prairie may use your personal information to connect with you on Economic Development matters such as survey invites or to participate in engagement opportunities. The personal information provided will be protected in accordance with Part 2 of the FOIP Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the Business Licensing Department at **780-830-7428**.

Email Application

blicensing@cityofgp.com

Mailing Address

PO Bag 4000, Grande Prairie, Alberta T8V 6V3