

Office use only LICENCE APPLICATION FEE:	ACCOUNT NUMBER	Health Approval
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APPLICATION TYPE:	NEW	BUSINESS NAME CHANGE	OTHER
	ADDRESS CHANGE	CHANGE OF OWNER	
TYPE OF LICENCE:	HOME BASE	COMMERCIAL <small>(Floor plan and site plan are required. Example on page 2)</small>	INTER-MUNICIPAL
	NON-PROFIT	OUT-OF-TOWN <small>(seasonal)</small>	OUT-OF-TOWN <small>(renewable)</small>

Business Name:	
Trade Name (if different from Business Name):	
Business Address:	Postal Code:
Business Phone Number:	Bus. Start Date:
Business Description:	

Business Owner's Name:		
Mailing Address (if difference from Business address):		
City:	Province:	Postal Code:
Phone:	Email:	
Alternate Contact Info:		

Number of Employee (incl. owner): _____ Area of Premise (sq. ft.): _____

Are you doing any building alteration? No Yes Building Permit #
 Are you installing a new sign, changing the copy of an existing sign? No Yes Building Permit #

Rental Apartment Building Manager Only

No. of Rental Units: _____ On-Site Manager's Name: _____ Phone: _____
 Is this a Crime Free Multi Housing: No Yes (provide copy of Certificate)

DECLARATION: I hereby make an application for a Business Licence Application in accordance with the information stated above and declare that the information provided is complete. I further agree to comply with all bylaws and laws now in force or which hereafter may come into force in the City of Langley. Fees for this application are payable at the time of application and understand that I cannot operate or open my business without first obtaining a valid business licence. I understand that payment of the Business Licence application fee does not guarantee the issuance of a Licence nor authorization to carry on business. A Licence can only be issued once in compliance with all applicable bylaws and regulations. Once issued, the Licence is to be prominently displayed on my premises.

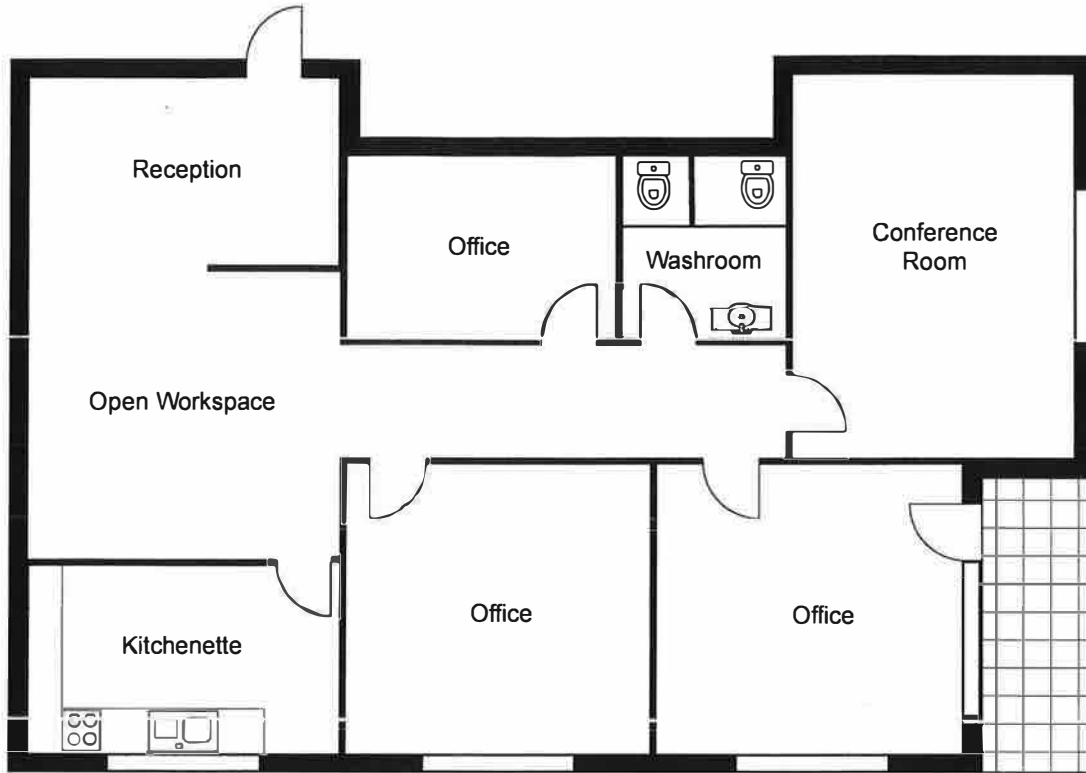
**COMPLETION OF THIS FORM DOES NOT GUARANTEE APPROVAL OF A BUSINESS LICENCE.
 BUSINESS SHALL NOT COMMENCE PRIOR TO A LICENCE BEING ISSUED.
 NOTE: OWNER/APPLICANT MUST ARRANGE FOR A CITY INSPECTION UPON APPLICATION**

Personal information requested on this Freedom of Information Request form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act, as amended. The information gathered will be used by the City of Langley for the purpose of processing your request. Questions about the collection, use, and disclosure of this information should be directed to Kelly Kenney, Freedom of Information Head at kkenney@langleycity.ca or by calling 604-514-4591.

Signature: _____ Applicant's Name: _____ Date: _____

 [Download the fillable form to your device, save, and email the completed form to inspections@langleycity.ca](#)

Sample Floor Plan



Sample Site Plan

