



BUSINESS LICENSE APPLICATION

SECTION A THIS IS AN APPLICATION FOR: (Check all that apply)

☐ NEW BUSINESS	☐ CHANGE OF ADDRESS	☐ CHANGE OF BUSINESS NAME
☐ PERSONAL NAME CHANGE	☐ MAILING or ☐ PHYSICAL	CURRENT NAME:

SECTION B TO BE COMPLETED BY ALL BUSINESS LICENCE APPLICANTS

NOTE: BUSINESS INFORMATION IS NOT CONSIDERED PERSONAL INFORMATION AND MAY BE RELEASED IN A PUBLIC DOCUMENT

☐ COMMERCIAL/INDUSTRIAL	☐ HOME BASED	☐ OUT OF CITY LIMITS
☐ RETAIL Sq. ft. _____	☐ FOOD SERVICES Sq. ft. _____	☐ LIQUOR LICENSED Sq. ft. _____
☐ RETAIL SERVICES, RESTRICTED	☐ ACCOMMODATION/MOBILE HOME PARK, #OF ROOMS/PADS _____	

BUSINESS NAME		
BUSINESS OWNER NAME	LAST	FIRST
ADDITIONAL OWNER (if applicable)	LAST	FIRST
BUSINESS PHYSICAL ADDRESS	# & STREET	CITY
MAILING ADDRESS (If different from above)	# & STREET	CITY
		POSTAL CODE
CONTACT INFORMATION	PHONE	EMAIL

TYPE OF BUSINESS WHAT SERVICE(S) ARE YOU PROVIDING?		
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# OF LOCAL EMPLOYEES _____ INCLUDING BUSINESS OWNER(S)	ARE YOU RENOVATING OR ALTERING THE PREMISES? ☐ YES ☐ NO	IF YES, PLEASE DESCRIBE
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SECTION C REQUIRED DOCUMENTS

DEPENDING ON THE NATURE AND LOCATION OF THE BUSINESS, THE MUNICIPALITY MAY REQUIRE:

Proof of Business Name Registration - Yukon Government, Federal or Extra-Territorial only	Property Owner/Landlord Authorization
Home-based Business Development Permit	Yukon Environmental Health Approval
Proof of Yukon Workers Compensation Board	City of Whitehorse Fire Inspection

SECTION D APPLICANT DECLARATION

☐ I/we the undersigned, do make an application for a business license in accordance with the information enclosed.

☐ I/we understand that a business cannot operate in the City of Whitehorse without first obtaining and maintaining a valid business license from the City of Whitehorse.

☐ I/we declare that the statements made in this form are true and correct.

☐ I/we commit to complying with all City of Whitehorse Bylaws.

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY			
Department	Date	APPROVAL	Comments
Development Officer			
Yukon Gov. Environmental Health			

Physical Address: 187-A Range Road, Whitehorse, YT Y1A 2S2
Mailing Address: 2121, 2nd Avenue, Whitehorse, YT Y1A 1C2

Email: adminbuilding@whitehorse.ca
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