

Signature		
<p>I/We, _____, the applicant, hereby acknowledge and declare that;</p> <ul style="list-style-type: none"> I/We have read and understood Sections 1-42 of the City of Guelph Business Licensing By-law (2009)-18855, and the schedule of that by-law pertaining to the classification of business licence for which I/we are now making application for inspection; Per Section 3 (e) of the By-law I declare that all fines against the Applicant pursuant to the By-Law or its predecessors have either been paid in full or are the subject of a Court approved payment schedule; the information contained in this application is true and complete to the best of my/our knowledge, and that failure to provide complete or accurate information may delay the licensing process; it is an offence under section 25(e) to provide false or misleading information on this application or at any time hereafter to any person having authority for the enforcement or administration of the by-law and that the provision of false or misleading information may result in prosecution and/or penalties as set out in the by-law, or the refusal, suspension or revocation of the business licence 		
Applicant Name(s) (print)	Signature(s)	Date

The submission of an Application for Inspection does not entitle the applicant to carry on business pursuant to the by-law, the Applicant is only entitled to do so once a current and valid licence has been issued.

Any Licence or Application issued under By-law (2009)-18555 may be refused, revoked or suspended if the applicant or Licensee is convicted of an offence or has past conviction(s), under any provision of by-law (2009)-18555 or any predecessor of such by-law, or under any other by-law, statute or regulation relating to the business, or otherwise in accordance with the by-law.

The personal information on this application is collected pursuant to the Municipal Act, 2001, the City of Guelph Licensing By-law (2009)-18855 and in accordance with the Municipal Freedom of Information and Protection of Privacy Act. This information will be used for the purposes of issuance and administration of business licences. Questions about this collection can be directed to the Information, Privacy and Records Coordinator, City Hall, 1 Carden Street, Guelph, ON, N1H 3A1, 519-822-1260 x 2349.

Note: all correspondence will be mailed to Applicant mailing address.

Please contact the Licensing Division to book an appointment to submit your Application for Inspections:

City of Guelph
 1 Carden St.
 Guelph, ON N1H 3A1
 T: 519-822-1260 ext. 2551
 E: licensing@guelph.ca

Inspection Information

It is the responsibility of the Applicant to ensure all inspections* are **completed** and **approved within 90 days** of receipt of a completed Application for Inspection.

Three inspections per inspecting authority are included in the fee for an Application for Inspection. If you require more than three inspections from any of the inspecting authorities below, the Application for Inspection is no longer valid and you'll be required to complete and pay, in full, for a further Application for Inspection.

**Includes physical visit to the premises, where applicable, and a document review or search*

To book your required inspections, contact each of the following inspecting authorities:

Building Services

1 Carden St
T: 519-837-5615

By-law Compliance

1 Carden St
T: 519-822-1260 extension 2551

Fire Prevention

Please fill out the Self-Inspection Checklist attached or online at:

<http://guelph.ca/living/emergency-services/fire-service/safety-and-prevention/blfire/>

Once all required inspections have been completed and passed, please contact the Licensing Division to submit an Application for Business Licence.

By-Law Inspection Checklist

Adult Entertainment Retail Establishment

Inspection will include the following:

- Hours of Operation are Posted
- Food Premise Store – Adult Retail Goods are displayed at a height no less than 1.5 meters about floor level (unless displayed in designated area)

OR

- No person may view the inside of such Designated Area from a position outside the Designated Area, and Regulatory Signs are posted and maintained at every entrance to the Designated Area, clearly indicating that no person under the age of 18 is permitted to enter such Designated Area

Please call to book a By-Law inspection. Include your name, business name, and phone number and your call will be returned within two business days.

Inspection Line: 519.822.1260 extension 2551