



Business License Application Home Based Businesses

Development Permit Required

This is an application for a Business License for operation within Foothills County. Licenses are issued on a yearly basis, renewable each January. Municipal permits and/or Provincial and Federal Licensing may or may not be required for the proposed business. It is the responsibility of the applicant to determine additional requirements by contacting the Foothills County Planning and Development Department for local provisions and by accessing Provincial and Federal requirements at: www.servicealberta.gov.ab.ca and/or www.ic.gc.ca.

Business Information:

By checking this box, I acknowledge that I have reviewed the "**Home Based Businesses in Foothills County**" information sheet and confirm that the business operations meet the provisions of a:

- Home Based Business Type I (Requiring a Development Permit)
- Home Based Business Type II (Requiring a Development Permit)
- Home Based Business Type III (Requiring a Development Permit)

Description of Business Activities (e.g., Plumbing, Electrical, Catering, Food Truck etc.) _____

Legal Land Description:

Lot _____, Block _____, Plan _____, Unit _____,

Quarter _____ Section _____ Township _____ Range _____ West of the _____ Meridian

Business Contact Information:

Business Name: _____

Contact Name: _____

Mailing Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Main Telephone: _____

Email Address: _____

Website: _____

Business Owner Consents, Acknowledgement and Declaration

Foothills County Online Business Directory Consent (check one):

- YES, publish my business information in the **FREE** online Foothills County Business Directory
- NO, do not publish my personal business information

Receive business license documentation (e.g., invoices, approved licenses, etc.) by email (check one):

- YES, I consent to receive documentation by email
Please use this email address: _____
- NO, I do not consent to receive documentation by email

Acknowledgement of collected personal information:

The personal information collected on this form is obtained under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and may be used for the purposes related to the administration of Planning and Development, Building and Safety Codes, Business Licensing and Virtual County Hall services. This information may also be shared with appropriate government agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to FOIP. If you have any questions about the collection and use of this information, please contact our FOIP Coordinator at 403-652-2341.

- This acknowledgement indicates understanding and agreement with respect to the aforementioned use of personal information

Business Declaration:

- I hereby apply for a Business License under the provisions of Foothills County Bylaw No.1018 as amended to provide for the regulating and licensing of all businesses carried on within the boundaries of the County. Payment of a business license does not constitute approval of the business license. The issuance of a business license by Foothills County does not relieve the license holder of the responsibility of complying with all other relevant municipal bylaws and requirements, nor excuse violation of any regulation or act, which may affect this license.
- By checking this box, I acknowledge that it is my responsibility to contact the Foothills County Building and Safety Codes Department, Foothills Municipal Fire Inspector and any other applicable Provincial or Federal Regulatory body (e.g., Alberta Health Services) to determine if there are any additional requirements.

Business Owner Authorized Applicant

Print Name

Signature

Date

Foothills County Contacts:

Foothills County Building & Safety Codes Department:

Jackie Lind: 403-603-6216 // Jackie.Lind@FoothillsCountyAB.ca

Foothills County Fire Department Inspector:

Will Scheerhoorn: 403-603-3576 // Will.Scheerhoorn@FoothillsCountyAB.ca

Foothills County Business License Officer:

Business_License@FoothillsCountyAB.ca // 403-652-2341 or 403-931-1905



Credit Card Authorization Form

Foothills County

www.foothillscountyab.ca

309 Macleod Trail, Box 5605, High River, AB T1V 1M7. Tel: 403-652-2341 Fax: 403-652-7880



Visa



Mastercard



American Express

- Assessment
- Business License
- Electrical
- Gas
- Mapping
- Planning
- Plumbing
- PSDS
- Other _____

Card Holder Name:
Business Name:
Invoice #:
Amount:
VISA / MC / AMEX #:
Security Code # (back of card):
Expiry Date:
Phone:
Authorized Signature:

The personal information on this Credit Card Authorization form is collected for the purpose of processing payments. This information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP). Inquiries about the collection of this information should be directed to the Foothills County FOIP coordinator, P.O. Box 5605, High River, Alberta T1V 1M7. Telephone 403-652-2341.

For Foothills County Office Use Only	
Authorized by:	
Date:	
Receipt #:	