

Please note City of Beaumont Business licences are issued when Development Permits are issued to the Business Owner, or written confirmation is obtained from Planning and Development that no permit is required for your use. Please contact the Development office at 780-929-8782 or by email at [Development@beaumont.ab.ca](mailto:Development@beaumont.ab.ca) to inquire or obtain permits.



Questions? Email us!  
[BusinessLicense@beaumont.ab.ca](mailto:BusinessLicense@beaumont.ab.ca)

**Incubator Business  
 New Business Licence Application Bylaw #1010-22**

**Business Information**

Customer ID, if applicable _____	Permit Number, if applicable _____
Operating Business Name _____	
Legal Business Name <small>Same as Operating Name</small> _____	
Business Phone _____	Alternate Phone _____
Website Address _____	Business Email _____
Business Address _____	City _____ Province _____ Postal Code _____
Mailing Address <small>Same as Business Address</small> _____	City _____ Province _____ Postal Code _____
Date Business Operational _____	

**Owner(s) Information**

**Information in the section will not be made available to the public**

Business Owner(s) Name _____	Business Owner(s) Email _____
Business Owner(s) Phone <small>Same as Business Phone</small> _____	
Business Owner(s) Address <small>Same as Business Address</small> _____	City _____ Province _____ Postal Code _____
Owner(s) After Hours/ Emergency Phone _____	
Do you possess/ store/ maintain hazardous goods and / or controlled products? <span style="float: right;">Yes      No</span>	
<small>If yes, please attach the site plan showing storage location(s) and list of hazardous goods.          This information will be shared with Emergency Services for the purpose of contacting the owner should there be an after-hours emergency to the business premise</small>	
Secondary Contact Name _____	Secondary Contact Phone _____

**Operating Information**

**Information in this section will be used to notify your business if it qualifies for programs/ grants and support**

Describe the primary business activity

A person operating a Business in a Business premises where they are subletting a space, chair or other amenity from a Person who holds a valid Business Licence for the Business Premises is exempt from requiring their own Business Licence.

Business 1 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 2 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 3 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 4 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 5 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 6 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 7 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 8 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 9 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____
Business 10 Name: _____	Business Activity: _____
Primary Contact Person: _____	Phone Number: _____

### Operating Information

Number of employees:      0      1-2      3-6      7-12      13-25      26-50      51-100      101+

The City of Beaumont and its partners place business information online so citizens can locate businesses and service providers. Please confirm your desire to receive relevant business tips, information, and whether you would like *to share* your business.  
 I am interested in advertising opportunities at a City of Beaumont sports facility and would like to receive more information.  
 Publish my address on the Business Directory.  
 Send me surveys, advertising opportunities, newsletters, and other initiatives.  
 Share my business information with the Beaumont Chamber of Commerce.

Disclaimer - While every effort has been exercised in compiling and publishing the information from this page, and in recognition that the information is being published free of charge, the City of Beaumont accepts no responsibility for any errors or omissions. **The City of Beaumont does not sell information.**

The City of Beaumont would appreciate reaching out to you regarding surveys, newsletters, advertising, calls to action and other initiatives from time to time. Please provide your consent      Yes      \_\_\_\_\_  
*Signature*

Would you like to be recognized as any of the following:

Female Entrepreneur      Francophone      Visible Minority      Indigenous      Choose Not to Answer

Does your business operate in other municipalities?      Yes      No      If yes, please list: \_\_\_\_\_

Does your business operate in other provinces?      Yes      No      If yes, please list: \_\_\_\_\_

Does your business operate in other countries?      Yes      No      If yes, please list: \_\_\_\_\_

Primary language spoken at place of business      \_\_\_\_\_

Secondary language spoken at place of business      \_\_\_\_\_

### Development Permit

A Development Permit is a document issued under "Our Zoning Blueprint" and guides development in the City of Beaumont. It is separate and distinct from Alberta Safety Codes Permits and Building Permits, including electrical, gas, plumbing and sewer permits. A Development Permit may be required for your Business, and may or may not be issued depending on the zoning of your business location. Refer to Our Zoning Blueprint: Beaumont Land Use Bylaw (Bylaw 944-19) to find out if your Business is permissible in your zone. Prior to obtaining a Business Licence from the City of Beaumont, it is the Owner's, or a representative of the Owner's, responsibility to ensure that all permits are in place. A Business Licence Application requires confirmation of an email or a Development Permit Number prior to a Business Licence application being accepted.

### Authorization

I hereby certify that the above information is true and properly sets out the business at which is carried out by the applicant, owner, or operator or by any person(s) as the case may be. I understand that should the business stay active, I must also renew by January 31st of any given year in which the business intends to operate and that if I do not renew in time, I may be subject to any and all administrative fees and/or charges as defined in the City of Beaumont Business Licence Bylaw #1010-22. Approval of this Business Licence does not exempt me or my representative(s) from obtaining necessary permits from the City of Beaumont; Superior Safety Codes; and the Alberta Gaming, Liquor and Cannabis Commission as required through Municipal Bylaws, Provincial Statutory Regulations and Alberta Safety Codes. It is also my responsibility to contact Alberta Health Services; Alberta Gaming, Liquor and Cannabis Commission (AGLC); insurance; or other related parties regarding the business. I acknowledge I have read and understood the contents of this form.      Initial \_\_\_\_\_

Applicant Name      \_\_\_\_\_      Applicant Position      \_\_\_\_\_

Applicant Signature      \_\_\_\_\_      Date      \_\_\_\_\_

### #InvestinBeaumont

The personal information on this form is collected under the authority of Business Licensing Bylaw 1010-22 and will be used to administer the City of Beaumont Business Licence program. It will be treated in accordance with the privacy provision of section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) to assess all matters relevant to your application for this licence. The City may request input from employees of other City of Beaumont departments, Alberta Health Services, Beaumont RCMP, Edmonton & Area Child and Family Services and/or Alberta Gaming Liquor Cannabis Commission in order to properly assess your application for this licence or to determine appropriate conditions, if any, for this licence. Therefore, the City considers your submitted application consent to disclose the personal or other information provided in your application to other City employees or to the other named entities as may be required for these purposes, pursuant to section 40(1)(d) of FOIP. If you have any questions regarding the collection, use or disclosure of your personal information please contact the City of Beaumont's FOIP Coordinator at (780) 929-8782.

### For Office Use Only

Customer Number	Receipt to Economic Development
Development Permit Number	Licence Fee
Building Permit Number	Certificate
Receipt	Licence Approval Date
Receipt to Accounting	Business Licence Number