

CONTACT INFORMATION

OWNER:	_____	APPLICANT:	_____
MAILING ADDRESS:	_____	MAILING ADDRESS:	_____
CITY / PROVINCE:	_____	CITY / PROVINCE:	_____
POSTAL CODE:	_____	POSTAL CODE:	_____
PHONE NO.:	_____	PHONE NO.:	_____
EMAIL:	_____	EMAIL:	_____

PROPERTY INFORMATION

MUNICIPALITY: _____

LEGAL DESCRIPTION: _____

CIVIC ADDRESS: _____

DESCRIPTION OF HOME OCCUPATION: _____
 (Company Name, hours of operation, type of business customers attending home, signage, # of employees, etc...)

PROPOSED BUILDING INFORMATION

Floor area of dwelling or accessory being used for the home occupation: _____

REQUIRED INFORMATION

Floor Plan	<input type="checkbox"/>	Residential Plan Review Fee payable by debit, cheque or cash (Please refer to fee schedule)	<input type="checkbox"/>
Letter of intent detailing type of Home Occupation	<input type="checkbox"/>		

ADDITIONAL REQUIREMENTS

(Following application RRPD to advise if further approvals are required – not an exhaustive list)

Municipal Business License	<input type="checkbox"/>	Letter of Authorization	<input type="checkbox"/>
Proof of Ownership	<input type="checkbox"/>		

DECLARATION

The undersigned hereby applies for a permit in accordance with this application, all municipal by-laws and provincial regulations applicable thereto.

Applicant Name: _____

Applicant Signature: _____ Date: _____

OFFICE USE ONLY:

PLAN REVIEW RECEIPT NO.:	_____	ROLL NO.:	_____
DATE OF SUBMISSION:	_____	ZONE:	_____
RECEIVED BY:	_____		