

Home-based Business Licence Application Form

605 - 50th Street
P.O. Box 6300
Edson, AB T7E 1T7
www.edson.ca



Clear Form

Print Form

Choose one from the following:

- New Business
 Renewal Business
 Fee Exempt
 Licence Transfer
 Licence Replacement
 Licence Amendment

Business Information

Legal / Corporate Name

(As Registered with CRA)

Operating / Trade Name

(If different from legal name)

Business Activity Description

Home-based business type

- General Home-based Business
 Day Care Facility / Home Day Care
 Bed & Breakfast
 Food and Beverage Business

NAICS Code (5-digit Code)

Note: The Town of Edson classifies businesses by the North American Industry Classification System (NAICS). Leave this section blank if you are unsure of your code.

Website

Trade Certification No.

(if applicable)

Physical Business Address

Street Address

Town / County

Province

Multiple Locations in Edson or the County?

Yes No

Postal Code

Business Contact Information

Owner Name

Phone

Email

Landowner Information (If different from above)

- Lease/Rent (Landowner consent form required)

Landowner Name

Street Address

Town / City / County

Province

Phone

Postal Code / Zip Code

Email

Development Information

Will you have any onsite advertising / signage?

Yes No

Will there be excessive noise or pollution?

Yes No

Any off-Street parking for visitors/employees?

Yes No

Will a commercial vehicle over 1 ton (tonne) be parked on or about the premises?

Yes No

Will clients visit your home?

Yes No

If so, how many at one time? and per day?

Will employees, other than residents, be engaged to carry out business at this location?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, how many?
Will goods or materials be stored on the premises?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, please specify:
Will the business involve the sale and/or display of goods on location?	<input type="checkbox"/> Yes <input type="checkbox"/> No If so, please specify:

Would you like to be recognized as any of the following:
Information in this section will be used to notify your business for available programs/grants and support

- Female Entrepreneur | Francophone | Visible Minority
 Indigenous | Person with a disability

Business Directory

Check here if you grant the Town of Edson permission to display your business information for the purpose of advertising on the Town of Edson Business Directory.

Edson and District Chamber of Commerce Membership Request

Check here if you would like information regarding membership to the Edson and District Chamber of Commerce

It is understood that the home occupation shall be operated as a secondary use and not in whole or in part affect the character of the residence nor unduly affect or interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment, or value of the neighbouring properties. The license may be revoked anytime should a valid complaint be registered against a home occupation by an affected landowner, or if a review of the home occupation shows noncompliance with the general provisions of our Land Use Bylaw as amended, or any other municipal bylaw requirements or other provincial or federal legislation.

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 and acknowledge I have read and understood the contents of this form.

Signature	Date
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Freedom of Information and Protection of Privacy

Any personal information collected is authorized under Section 33(c) of the *Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25 ("FOIP Act")*, as amended from time to time, for the purpose of administering the affairs of the Town of Edson for Business Licensing. All information collected by the Town of Edson is protected by the provisions of the FOIP Act. If you have any questions about the collection, use and disclosure of personal information, please contact the Town of Edson FOIP Coordinator at foip@edson.ca or (780) 723-8604.

OFFICE USE ONLY

New Home Occupation	<input type="checkbox"/> January 1 to March 30 (\$100.00)	<input type="checkbox"/> April 1 to June 30 (\$75.00)	<input type="checkbox"/> July 1 to September 30 (\$50.00)	<input type="checkbox"/> October 1 to December 31 (\$25.00)
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- Renewal Home Occupation (\$100) | Fee Exempt Business (\$0) | Business Licence Amendment (\$0)
 Business Licence Transfer (50% of the pro-rated fee) | Business Licence Replacement (\$10)

Receipt #:	Referrals: <input type="checkbox"/> Fire Department <input type="checkbox"/> Health Authority <input type="checkbox"/> RCMP <input type="checkbox"/> Other (please specify)	
Date Application Received		Date
		Signature