



OAKVILLE

THE CORPORATION OF THE TOWN OF OAKVILLE
Clerk's Department - Licensing
1225 Trafalgar Road
Oakville Ontario, L6H 0H3
905-815-6015 Fax 905-815-2025

2018 APPLICATION TO LICENCE A REFRESHMENT VEHICLE OWNER

FEE:

Class A-Motorized Vehicle	\$254.00 per vehicle
Class B-Non-Motorized	\$188.00 per vehicle
Class C-Ice Cream Bicycle	\$188.00 per vehicle

The following **MUST** be **FULLY COMPLETED** and **SUBMITTED** along with any required documents and the applicable fee:

BUSINESS:

NAME: _____

ADDRESS: _____ UNIT: _____ CITY/TOWN: _____

POSTAL CODE: _____ TELEPHONE: _____

EMAIL ADDRESS: _____

CORPORATE NUMBER: _____ Sole Prop: _____ Partnership: _____

BUSINESS OWNER:

NAME: _____

ADDRESS: _____ UNIT: _____ CITY/TOWN: _____

POSTAL CODE: _____ TELEPHONE: _____

PROVINCIAL DRIVER'S LICENSE NO.: _____ EXPIRY: _____

EMAIL ADDRESS: _____

THE FOLLOWING DOCUMENTS LISTED MUST BE FILED WITH THIS APPLICATION:

• **Class A: (Motorized)**

- Annual propane certificate
- A description of the food/goods to be sold (all)
- If other than a sole proprietorship, a copy of the incorporating documents
- If partnership, list of names and address for each partner.
- Approval from the Region of Halton Health Unit, contact 905-825-6000.
- Vehicle ownership showing vehicle is licensed as a commercial vehicle.
- Certificate of Public Liability Insurance in the amount of two million dollars (\$2,000,000). The Town of Oakville and address **must** appear on the certificate as either "**Additional Insured**" or "**Certificate Holder**" in order to provide the Town at least ten days' notice in writing prior to cancellation, expiration or change of policy.
- A current Safety Standards Certificate (HTA Safety Check)
- Original Canadian Criminal Reference Check issued by an accredited Canadian Police Service, in the municipality in which the applicant resides and no more than 30 days old at the time of the licence application.
- A copy of a current valid Ontario standard automobile insurance policy. (Vehicle Insurance Slips)

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OFFICE USE ONLY: Class 'A'

Total Fees: _____ Receipt No. _____ Licence. _____

Corp. Doc. _____ Insurance: _____ Ownership: _____ Health: _____ Safety: _____ Police Check _____

Propane: _____ Plate # _____ Food Description: _____ Date Issued: _____

• **Class B: (Non-Motorized)**

- Annual propane certificate, (if required)
- A description of the food/goods to be sold (all)
- If other than a sole proprietorship, a copy of the incorporating documents
- If partnership, a list of names and address for each partner.
- Approval from the Region of Halton Health Unit, contact 905-825-6000
- Certificate of Occupancy obtained from Building Services. (if required)
- Certificate of Public Liability Insurance in the amount of two million dollars (\$2,000,000). The Town of Oakville and address **must** appear on the certificate as either "**Additional Insured**" or "**Certificate Holder**" in order to provide the Town at least ten days' notice in writing prior to cancellation, expiration or change of policy.
- Original Canadian Criminal Reference Check issued by an accredited Canadian Police Service, in the municipality in which the applicant resides and no more than 30 days old at the time of the licence application.

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OFFICE USE ONLY: Class 'B'

Total Fees: _____ Receipt No. _____ Zoning: _____ Licence: _____

Corp. Doc. _____ Insurance: _____ Ownership: _____ Health: _____ Police Check _____

Propane: _____ Plate # _____ Food Description: _____ Date Issued: _____

• **Class C: (ice cream bicycle)**

- A description of the food/goods to be sold (all)
- If other than a sole proprietorship, a copy of the incorporating documents
- If partnership, a list of names and address for each partner.
- Approval from the Region of Halton Health Unit, contact 905-825-6000.
- Certificate of Public Liability Insurance in the amount of two million dollars (\$2,000,000). The Town of Oakville and address **must** appear on the certificate as either "**Additional Insured**" or "**Certificate Holder**" in order to provide the Town at least ten days' notice in writing prior to cancellation, expiration or change of policy.
- Original Canadian Criminal Reference Check issued by an accredited Canadian Police Service, in the municipality in which the applicant resides and no more than 30 days old at the time of the licence application.
- List of Employees

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OFFICE USE ONLY: Class 'B'

Total Fees: _____ Receipt No. _____ Licence: _____

Corp Doc. _____ Insurance: _____ Food Description: _____ Health: _____ Police Check: _____ Date Issued: _____

Please be advised that incomplete applications will not be accepted and will be returned. It is an offence to operate a business without a licence and charges may be laid without additional notice.

I hereby declare that I will comply with the provisions of all by-laws pertaining to the licence for which I am applying.

Signature

Date