

City of Coquitlam Business Licence Application Form Film Company

Legal, Bylaw Enforcement & Licencing

3000 Guildford Way, Coquitlam, B.C. V3B 7N2 Phone: 604.927.3085 Fax: 604.927.3445

Instructions: If more information is required than a field allows for, please attach additional pages.

□ New Application	□ Change of Name/Address	Proprietorship	□ Partnership	Corporation	
Part 1 – Business Con	tact Information				
(Note: Business contact inform	ation is not considered personal informat	ion and will be released on re	quest)		
Trade or Operating Name	2:			_	
Corporate Name:			Incorporation #	:	
Business Owner:			Title/Position:		
	(Surname/First Name/Initial)				
Business Address:		City/Province:		Postal Code:	
	(Unit No. /Street No. /Street Name)				
Phone:	Fax:		Other:		
Email:					
		City/Province:		Postal Code:	
(If different than above)	(Unit No. /Street No. /Street Name)				

Part 2 – Company Information

Name of Owner(s), Principal Officer(s) and/or Partner:

Name:		Title/Position:	Phone:
	(Surname/First Name/Initial)		
Address:		City/Province:	Postal Code:
	(Unit No. /Street No. /Street Name)		
Name:		Title/Position:	Phone:
	(Surname/First Name/Initial)		
Address:		City/Province:	Postal Code:
	(Unit No. /Street No. /Street Name)		

Part 3 – Business Information

Commencement Date:			
Have you previously held a business licence in Coquitlam? \square Yes	□ No, When:		
Number of employees working at Coquitlam location: Owner(s): _	Full Ti	me: Part Time:	

Part 3 (continued) – Business Information

Fully describe business activities (Attach additional sheets if more space is needed.):

Part 4 – Applicant Statement

I/We the undersigned hereby make application for a Business Licence in accordance with the information as stated and declare that the statements are true and correct. I/We undertake, if granted the licence applied for, to comply with each and every obligation contained in the bylaws now in force or which may hereafter come into force in the City. I/We further understand that all Business Licences expire one year from the date of commencement and must be renewed each year. Every Business Licence is subject to review at any time and may be suspended or revoked for cause.

The personal information collected on this form is collected in accordance with the Freedom of Information and Protection of Privacy Act. The City has authority to collect your information for the purposes of administering the business licensing system in accordance with Division 9 of the Community Charter. Should you have any questions or concerns about the collection of your personal information, please call the Supervisor of Bylaw, Business Licencing & Animal Services at: (604) 927-3085. (NOTE: Business contact information contained in PART 1 is not considered personal information and will be released on request).

Licence Fee Required With Application: \$		(May be subject to amendment) Pre		epaid #:	
This Form Completed By:	(Type or Print)				
Position in Business:		Phone:		Date:	
Licence Department Use Only	Application Received By:			_Date:	
Licence Classification:	B/L #		REV. #		_Fee:
Approved For Issuing:	Date:	Issued Date:		_Issued By	/: