

Alterations / Renovations

Have you made any alterations or renovations to the building or the site? Yes No
 If yes, please list all site, plumbing, and/or building changes and when the work was completed.

NOTE: For a **change of use, addition or alteration** to an existing building, it is recommended that you consult with Building Standards (306-975-2645) regarding **building permit** requirements, prior to construction being done.

Outdoor Storage

Will you have any outdoor storage? Yes No - If yes, please describe: _____

Site / Floor Plan

Please provide a site / floor plan of the building (draw in the area below), indicating the portion of space you occupy or if you occupy the entire building. (Feel free to attach the floor plan that is typically included with a lease agreement or any other supporting documents)

DECLARATION OF APPLICANT/OWNER

I hereby certify that all the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of *The Canada Evidence Act*.

Signature of Applicant: _____ Date: _____

Please Note: The fees must be submitted with application*. Please allow 7-10 business days to have your application processed.
 *There is no charge for a change in ownership or change of business name.

Mail or drop off the completed application form, application fees and any necessary supporting documents to:
 City of Saskatoon, Community Standards
 City Hall, 3rd Floor – 222 3rd Avenue North
 Saskatoon, SK S7K 0J5
 Make cheques payable to: **City of Saskatoon**

For more information, contact us at:
business.license@saskatoon.ca
 or call 306-975-2760
 or visit our website for additional information on starting a business:
www.saskatoon.ca

FOR OFFICE USE ONLY:	Business ID: _____
Zoning Designation: _____	BP: _____ / _____ Approved by: _____
Proposed Use: _____	ZC: _____ / _____ Date: _____
Comments: _____	
Cash Receipt No.: _____	Amount Paid: _____ Cheque No.: _____