



Lands Department
 1926 Tsawwassen Drive
 Tsawwassen BC V4M 4G2
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www.tsawwassenfirstnation.com

HOME-BASED BUSINESS LICENCE APPLICATION FORM

Office Use Only:
 BL #: BL100 _____

Terms used in this application form have the meanings ascribed to them in the Tsawwassen First Nation *Business Licence Regulation* and *Zoning Regulation* as amended from time to time

Home-Based Business Type

Home-based business with no customer on-site

Home-based business serving customers on-site

How many client visits do you typically generate at one time: _____

Does your home-based business involve food operation or personal services? Yes No

If yes, please contact Fraser Health Authority to understand the specific regulations, obtain and provide the necessary permits or approvals from an Environmental Health Officer.

Home-based business daycare

How many children will your daycare provide care for: _____

Must comply with the BC Child Care Licensing Regulation, and where applicable Fraser Health Authority approval is required.

Property Details

Type of Residence:

- Apartment
 Townhouse
 Duplex
 Single-family

Property Type:

- Strata Property
 Non-Strata property
Provide written strata consent if the proposed home-based business is part of a strata property.

Tenure Type:

- Owner Renter
Provide written owner acknowledgment and consent if the proposed home-based business is operated by a tenant of the property.

- Is the business within your principal residence? Yes No
Include proof of residency: Government issued photo identification with name and address; Utility Bill with name and address; Tax notices with name and address; Insurance documents; Vehicle Registration; OR Another valid document.
- Do you have a secondary suite on-site? Yes No
Please note: A home-based business is not permitted within a secondary suite (Section 4.25(g) of the TFN Zoning Regulation).

Home-Based Business Information

Business Name: _____

Business Owner's Name (please print): _____

Business Address: _____

Nature and activities of Business: _____

Hours of Operation: _____ Days of Operation: _____ GST# _____

Phone: _____ Cell: _____ Email: _____

• Gross floor area (*in square meters*) of the principal building: _____

• Combined floor area (*in square meters*) for all business uses: _____

A house floor plan showing the proposed home-based business area may be required after staff review.

• Will your business be staffed by any individuals other than a resident of the home? Yes No

• Do you propose any signage to indicate your business? Yes No

A home-based business is permitted to have one non-illuminated sign to a maximum of 0.3 m² in area (Section 4.23 (d) of the Zoning Regulation)

• Do you have dedicated parking onsite for customer use (applicable only to business serving customers on-site) in addition to parking spaces required for your principal dwelling? Yes No

Please note: Home-based businesses that serve customers on-site shall have at least one off-street parking space available for customer use (Section 4.25(h) of the Zoning Regulation).

Business Owner's (Applicant) Information

Legal Surname (please print): _____

Legal First Name (please print): _____

Tsawwassen First Nation Member? Yes No

I hereby apply to Tsawwassen First Nation ("TFN") for the issuance of a business license under the provisions of the *Business Licence Regulation*. By signature here on, I declare that all information provided in the support of this application is true and correct. I fully understand that acceptance of a fee and/or the issuance of a business license by TFN is done solely to satisfy the requirements of the *Business Licence Regulation* and does not convey or imply assurance by TFN or its employees that this business conforms to the *Business Licence Regulation* or any other enactment. I further understand this is an application only and does not constitute the issuance of a business license.

Signature: _____

Date: _____

The personal information on this form is collected under section 15 of the Freedom of Information and Protection of Privacy Act. The information will be used to process business license applications and to inform development and zoning planning activities of Tsawwassen First Nation government. If you have any questions about the collection or use of this information, please contact the CAO office at 604-943-2112.