



Town of Arnprior
105 Elgin Street West Arnprior, ON. K7S 0A8
613-623-4231

Business Licence Application Form

Clothing Donation Bin/Drop Box

Pursuant to Town of Arnprior Licencing By-law, As Amended This is Not a Licence

Applicant Information		
Applicant Name:		
Full Address:		
Phone Number (primary):		
Phone Number (secondary):		
E-mail Address:		
Clothing Donation Bin/Drop Box Information		
Charity/Not For Profit Name:		
Charity/Not For Profit Description:		
Clothing Donation Bin/Drop Box Address (Non-Residential):		
Number of Donation Bin/Drop Boxes (at this address):	1	2
Property Owner Name:		
Property Owner Phone Number:		

NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION: Personal information collected on this application form is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of processing the application and for administrative purposes. Questions about the collection and use of this information in accordance with the Municipal Freedom of Information and Protection of Privacy Act may be made to the Town Clerk, 105 Elgin Street West, Arnprior, ON K7S 0A8 or by phone: (613) 623-4231 ext. 1817.

Important Application Approval Information:

- All Businesses must comply with the Town of Arnprior Licencing By-law, as amended.
- Full payment of the Business Licence Fee, as per the User Fees and Charges By-law, as amended, shall be received prior to a licence being issued. This fee is non-refundable.
- Any Application/Licence submitted/issued under the Town of Arnprior Licencing By-law, as amended, may be refused, revoked, suspended, or refused to be renewed by the Issuer of Licences for by-law non-compliance.
- Required approvals must be obtained prior to the application for a Business Licence.
- It is mandatory for all licenced businesses/ applicants to carry sufficient liability insurance, in compliance with the Town of Arnprior’s insurer.

Mandatory Application Requirements	Required
Copy of Approved Government Issued ID	
General Liability Insurance	
Charity/ Not for Profit Registration from the Province of Ontario	
Site Plan (Approved by Town Planner) (Sketch of where the Donation Bin(s)/Drop Box(es) are located on the property)	
Letter of permission from the property owner	
Historic Compliance with all By-laws and Applicable Legislation	

Licensee Declaration

I, the undersigned, have read the Town of Arnprior Licencing By-law, as amended, and I am fully aware of and agree to comply with said requirements, provisions and conditions. I further understand that the Issuer of Licences may refuse, suspend, amend or revoke a Licence at any time for by-law non-compliance.

Applicant Name Printed

Applicant Signature

Date

Office Use Only

Clothing Donation Bin/Drop Box Location (Address):

Liability Insurance Provided:

Application Status: Approved: Denied:

Decal Sticker Provided:

Date:

Licence Number:

Issued by: