



THE CORPORATION OF THE TOWN OF OAKVILLE  
 1225 Trafalgar Road  
 Oakville Ontario, L6H 0H3  
 Telephone: 905-845-6601 Fax: 905-815-6607

**2019 APPLICATION TO LICENCE A FIREWORKS VENDOR**

**FEE: \$299.00** (non-refundable, non-transferable)

The following must be fully completed and submitted along with all required documents and the applicable fee.

Applications may be submitted as follows:

- In Person at ServiceOakville, 1225 Trafalgar Road;
- By Mail to: Enforcement Services, Town of Oakville, 1225 Trafalgar Road, Oakville, ON L6H 0H3

**BUSINESS:**

NAME: \_\_\_\_\_

BUSINESS OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CORPORATE NUMBER: \_\_\_\_\_ Sole Proprietor: \_\_\_\_\_ Partnership: \_\_\_\_\_

**LOCATION OF SALE:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

**APPLICANT:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**THE FOLLOWING DOCUMENTS MUST BE FILED WITH THIS APPLICATION:**

- If a corporation, provide a copy of the incorporating documents and corporate number.
- If partnership, provide a list of names, date of birth and address of each partner.
- A Certificate of Occupancy obtained from Building Services. Contact [zoningrequests@oakville.ca](mailto:zoningrequests@oakville.ca)
- 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, and no more than 30 days old at the time of the licence application.
- A completed Fire Safety Audit, (form attached). To arrange for your inspection, contact Oakville Fire Prevention at 905-338-4404.

Please be advised:

- 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.
- If participating in sales for any religious or cultural celebrations, applicant must notify the Licensing Commissioner at least 10 days prior to the sale.

**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

**ENFORCEMENT USE ONLY:**

Total Fees: \_\_\_\_\_ Receipt No. \_\_\_\_\_ Zoning: \_\_\_\_\_ Licence No. \_\_\_\_\_

Insurance: \_\_\_\_\_ Corp. Doc. \_\_\_\_\_ Record Check: \_\_\_\_\_ Fire: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Note: Personal information on this form is collected under the authority of the *Municipal Act* and the Town of Oakville Licensing By-law and will be used for business licensing and regulating. Questions about this collection should be directed to Municipal Enforcement Services, 1225 Trafalgar Road, Oakville, Ontario, L6H 0H3, telephone, 905-845-6601.

## FIRE SAFETY AUDIT FOR CONSUMER FIREWORKS BY-LAW #2015-075

<b>INFO</b>	Business Name
	Business Address:
	Licensee Contact Name:
	Licensee Contact Phone#:

<b>CHECKLIST</b>	Fireworks displayed for sale in lots, do not exceed 25 kilograms in gross weight.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Fireworks displayed in any shop windows are mock samples with no explosive composition.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Fireworks are displayed in approved packaging, glass case, or other suitable receptacles away from flammable goods and not exposed to the sun or direct heat.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	The manufacturer's handling brochure is made available to purchasers.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	A 2A-10BC fire extinguisher is provided immediately beside any fireworks.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	The area containing fireworks has two separate exits from the floor area leading directly outdoors and are all free of any obstructions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Other than consumer fireworks, are any other type of fireworks to be sold, stored or discharged?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Are display boards being used with live fireworks?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Are fireworks to be sold to persons under the age of 18?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Are fireworks to be sold from a Mobile Sales Premises? i.e. sales from a trailer or vehicle	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Do any employees sell fireworks before receiving instructions on by-law guidelines?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Is there supervision of employees to ensure by-law guidelines are being followed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Fireworks will only be sold on Victoria Day, Canada Day, New Year's Day or any religious or cultural celebrations where the fireworks will be used during these celebrations and 7 days prior to each of these times.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	The Licensing Commissioner will be notified at least 10 days prior to selling fireworks for any religious or cultural celebrations.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Unsold fireworks will be returned to the manufacturer within 7 days immediately following the times when fireworks are permitted to be sold.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
All life safety systems are being maintained within the retail unit. (i.e. Sprinkler system, fire alarm, emergency lighting, exit signs, fire extinguishers)	Yes <input type="checkbox"/>	No <input type="checkbox"/>		

**Be aware that the Oakville Fire Department must be contacted at 905.338.4404 in order to conduct an inspection once fireworks are on display and available for purchase. A fee of \$390.98 must be paid to the Oakville Fire Department for the inspection.**

<b>PREPARED BY</b>	NAME (Please Print) : _____
	SIGNATURE: _____
	DATE: _____ (MM/DD/YYYY)

**Note that if no inspection is conducted by the Oakville Fire Department and if fire department requirements are not met, the fireworks license may be revoked.**