



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 LIMOUSINE – SPECIAL OCCASION

FEE: \$184.00 – Per Event (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: _____

APPLICANT:

NAME: _____

ADDRESS: _____ UNIT: _____ CITY/TOWN: _____

POSTAL CODE: _____ TELEPHONE: _____

EMAIL ADDRESS: _____

The following documents must be included with this application.

- If a corporation, provide a copy of the incorporating documents and corporate number.
- If partnership, provide list of names, date of birth and address for each partner.
- 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.
- An original Canadian Criminal Reference Check issued by an accredited Canadian Police Service, no more than 30 days old at the time of the licence application.
- Provide a Class ‘G’ driver’s licence issued by the Province of Ontario.
- A current Safety Standards Certificate (HTA Safety Check).
- Ontario Driver’s Abstract issued by the Ministry of Transportation, no more than 30 days old.
- Vehicle ownership.
- Current, valid Ontario standard automobile insurance policy. (Vehicle insurance slips)
- Provide the contract or itinerary for clients, include date, start/end time, type of occasion.

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.

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

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ENFORCEMENT USE ONLY:

Total Fees: _____ Receipt No. _____ Licence No. _____ Date Issued: _____

Corp Doc. _____ Insurance: _____ Police Check: _____ HTA. _____ Vehicle Insurance: _____ Ownership: _____

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.