



Hamilton

Planning and Economic Development
Licensing and By-Law Services
330 Wentworth Street North
Hamilton, Ontario L8L 5W3
Phone: (905) 546-2782 Option 3
Email: Licensing@hamilton.ca

HST# 88932 3218 RT0001

FOOD PREMISE QUESTIONNAIRE

FOR OFFICE USE ONLY

LICENCE NUMBER:
RECEIPT NUMBER

RECEIVED BY
APPLICATION DATE

PLEASE PRINT CLEARLY

Applicant Name:
Establishment Name:
Street Address of Establishment:
City: Postal Code: Unit No: Ward:

Please indicate the type of business:
Foodshop Basic (pre-packaged food, no food being prepared on premise)
Refreshment Stand
Bakery
Butcher
Fish Monger
Caterer Home Occupation: Yes No
Restaurant Take-out - no seating Drive Through: Yes No
Restaurant Drive Through: Yes No
Restaurant with Liquor
Bar/Nightclub
No. of Seats Indoor:
Patio: Yes No Outdoor Capacity:
AGCO Licence Application? New Transfer

Note: Schedule 21 of the Business Licensing By-law 07-170 requires the installation and maintenance of waste and recycling receptacles at drive-through food premises.

Note: If you are applying to the AGCO for a liquor licence, there is an additional application required by the City of Hamilton in order to obtain the compliance letters required by the AGCO. It is encouraged to complete both at the same time, to streamline inspections, requirements and to allow for timely action of the applications. If you have a valid liquor licence, please provide the AGCO licence number:
Premise Plan submitted? Yes No

Note: Premise Plan must include, but is not limited to, depicting the location, as applicable, of parking areas, queuing areas, walkways, smoking areas, patios, seating areas, offices, cloak rooms, dance areas, disc jockey areas, kitchen facilities, bar areas, washrooms, storage areas and entrances/exits.

Please answer the following questions:
Is the primary purpose of the food premise to:
a) Serve alcohol to customers? Yes No
b) Entertain customers by playing live or recorded music? Yes No
c) Accomodate dancing by customers? Yes No
d) Does the Food Premises provide seating in a licensed area, as set out in the Food Premises' liquor licence, for less than 65% of customers being served? Yes No
Is business located within the Hess Village Entertainment District? Yes No

If you answered yes to one or more of a), b), or c), and yes to d), the following information may be required:

Contact Information for Responsible Person
Crowd Control Plan
Electrical Safety Authority Certificate or Electrical Safety Inspection Signed by Licensed Electricial Contractor
Liquor Licence
Noise Control Plan
Premise Plan
Litter Control Plan

Note: Premise Plan must include, but is not limited to, depicting the location, as applicable, of parking areas, queuing areas, walkways, smoking areas, patios, seating areas, offices, cloak rooms, dance areas, disc jockey areas, kitchen facilities, bar areas, washrooms, storage areas and entrances/exits.

I, (please print name) acknowledge it is my responsibility to notify the City of Hamilton in writing immediately of any changes in the information provided, during the course of this application, the period of a license and upon any renewal of a license and to ensure compliance with all City of Hamilton Licensing By-law 07-170, pertaining to this application.

Signature of Applicant Date of Submission

Submission of this application does not constitute approval by the City of Hamilton and it's Departments

Notice of Collection: The City of Hamilton collects Personal Information as defined by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended, under authority of sections 151 and 227 of the Municipal Act, 2001; S.O. 2001, c. 25, as amended, and the City of Hamilton Consolidated By-Law No. 07-170. Personal Information collected on this form will be used to issue, monitor, and regulate licensing, and perform record searches. As permitted or required by law, Personal Information may be shared with Public Health, Hamilton Fire, Building, Zoning or other applicable internal departments for comment or action as it relates to licensing or compliance with laws and bylaws, including external Provincial or Federal Government branches as requested. Personal Information will be de-identified and aggregated for program planning, and for statistical and reporting purposes. By providing your email address, you are consenting to receiving emails from the City of Hamilton and/or their agents/contractors for circulation of information related to the business community, business licensing or the location of the business. Questions about the collection of this personal information can be directed to Tiffany Gardner, Licensing & Bylaw Services, 330 Wentworth St N, 905-546-2424, Tiffany.Gardner@hamilton.ca. Business Identifying Information: As mandated by section 2(2.1) and (2.2) of the Municipal Freedom of Information and Protection of Privacy Act, the business information collected on this application form will be maintained as a business record. Information associated with an individual in a professional, business, or official capacity is not personal information. Business information may be publicly available. Providing false or incomplete information could result in the refusal of this application. Risks of Using Electronic Communication Notice: The City of Hamilton will use reasonable means to protect the security and confidentiality of information sent and received using electronic communication. However, due to risks such as accidental disclosure or interception by parties not intended to receive the information, we cannot guarantee the security and confidentiality of electronic communication and will not be liable for the improper disclosure of confidential information that is not the direct result of intentional misconduct of the City and/or its staff.