

OCCUPANCY DECLARATION FORM

This form is required to confirm the address of the establishment, as well if; (a) the business is taking over an address from another business, and/or (b) will be sharing the address with another business.

Section A – Business Address Information

BUSINESS ADDRESS (LOCATION THE BUSINESS WILL BE OPERATING): The Tenant/Applicant hereby occupies the premises known as:			
Street Number	Street Name		Unit Number
City	Province		Postal Code
Name of Applicant: (if applying as a partnership/corporation indicate the partnership/corporation name)			
Operating Name of the Previous Business located at this address (if applicable):			
Has the previous business at this address closed?	Yes	No	No Previous Business
Date of Occupancy:	Day	Month	Year

Section B – Shared Space Confirmation

This section is to confirm if the space is being shared with another business that is licensed by the City of Toronto. Please check the appropriate box below to confirm whether the space is being shared or not shared with another business.

No, there are no other licensed operating businesses at this unit

Yes, there are other licensed businesses at this unit

Section C – Signatures

I confirm that the above-mentioned address is the accurate place of business and that the application for a business licence will be submitted as requested above.

Applicant (To be signed by Sole Proprietor, Director/Officer, Signing Authority)	
Print Name:	
Signature:	
Date:	

Landlord/Property Owner/Property Manager or Authorized Property Agent	
Print Name:	
Signature:	
Date:	

As mandated by the Municipal Freedom of Information and Protection of Privacy Act, sections 2(2.1) and 2(2.2), the business information collected in 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. Any question regarding the collection of your information may be directed to the Manager of Licensing Services, 850 Coxwell Ave., 3rd floor, Toronto, M4C 5R1 or by contacting 416-392-3071