



Refreshment Vehicle Licence Application

City of Kawartha Lakes Licensing
City Clerk's Office, 26 Francis Street, P.O. Box 9000
Lindsay, ON K9V 5R8
705-324-9411 ext. 1343
licensing@kawarthalakes.ca

Instructions to the Applicant:

1. The Applicant must complete all sections of this form.
2. The completed form must be submitted to the City Clerk's Office with all supporting documents that are listed within this application.
3. The applicable fee, as outlined within the City of Kawartha Lakes Fees By-law, must be submitted to the City Clerk's Office with the completed application form.

Applicant Name:

Address:

City/Town/Village:

Province:

Postal Code:

Telephone:

Email:

Driver's Licence Number:

Business Name:

Business Address:

City/Town/Village:

Province:

Postal Code:

Telephone:

Email:

Applicant Information:

Has the Applicant been charged or convicted under any Federal or Provincial Act within the last five (5) years for which a pardon has not been received?

No

Yes

Does the Applicant or Business have any outstanding corrective orders or non-compliance issues under any Federal, Provincial or Municipal Acts, Regulations or By-laws?

No

Yes

If you answered yes to either question please provide additional detail:

Indicate the type of Refreshment Vehicle Permit being applied for:

- Annual Refreshment Vehicle Licence
- Temporary Refreshment Vehicle Licence

Please submit the following documentation with the completed Application Form if you are applying for an Annual Refreshment Vehicle Licence:

- Proof of Insurance
- Sketch Indicating the Location of the Vehicle
- Proof of Zoning Compliance
- Inspection Report from the Health Unit
- Copy of Ministry of Transportation Entrance Permit (if applicable)
- Criminal Records Check
- Inspection Report from Fire Prevention for the City of Kawartha Lakes
- Ontario Master Business Licence
- Propane Fitters Certificate
- Application Fee
- Proof of Property Ownership or Letter of Permission to Operate Business on Owner's Property

Please submit the following documentation with the completed Application if you are applying for a Temporary Refreshment Vehicle Licence:

- Ontario Master Business Licence
- Propane Fitter's Certificate
- Inspection Report from Health Unit
- Proof of Insurance
- Application Fee

Personal information contained on this form is collected pursuant to The Municipal Act, 2001, and will be used for the purpose of responding to your request. Questions about the collection of this information should be directed to the City Clerk or Deputy-Clerk at 705-324-9411 extension 1295 or 1322.