



## Trailer Park 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](mailto: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:**

**Business Name:**

**Business Address:**

**City/Town/Village:**

**Province:**

**Postal Code:**

**Telephone:**

**Email:**

**Driver's Licence Number:**

## 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:**

**Please submit the following documentation with the completed Application Form:**

- Proof of Insurance
- Site Plan
- Proof of Zoning Compliance
- Campfire Application with the Application Fee
- Application Fee
- Proof of Property Ownership or Letter of Permission to Operate Business on Owner's Property

Personal information contained in this form is collected pursuant to The Municipality 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.