

Auctioneer ONLINE Licence Instructions

**** A new online process for business licensing applications and renewals** has been implemented.

The online application process and form is available on the City website

<https://www.brampton.ca/EN/Business/Licensing/Pages/Stationary-Licence-Requirements.aspx>

Requests for licences and renewals will only be accepted through the online application process.**



Requirements for obtaining the above licence:

- 1. Licence Application Form
Business and owner information to be entered online.

- 2. Certificate of Insurance
The insurance form must be completed and signed by your insurer showing evidence of \$2,000,000 (minimum) Commercial General Liability. It is the business owner's responsibility for uploading the insurance certificate on the online application form.

- 3. Criminal Record Search
Security clearance issued within the last 30 days by the Police Services in the jurisdiction in which the Applicant resides.

- 4. Fee: \$207.00 **Once your application is reviewed, a link to the payment option will be sent to the email provided on application.

- Expiry Date – May 31st of each year.

Once your application has been reviewed and approved your payment will be processed and your licence will be mailed out.