

## Pay Day Loans Online Application Requirements

**\*\* 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 [www.brampton.ca](http://www.brampton.ca) (please refer to the Business Licensing section). Requests for licences and renewals will only be accepted through the online application process.\*\*

\*Located within 300 metres of another Payday Loan Business licensed under this By-law or the Payday Loans Act;

\*Located within 500 metres of any Gaming Establishment;

\*Located within 500 metres from provincially regulated liquor retail establishments and cannabis sales retail establishments

### **Requirements for obtaining the above licence:**

- 1. **Licence Application Form**  
Business and owner information to be entered online.
  - 2. **Zoning Approval**  
- application will be forwarded to our zoning division for review of location of the business. Please provide complete address of business.
  - 3. **Certificate of Insurance**  
The insurance form must be completed and signed by your insurer showing evidence of \$2,000,000 (minimum) Commercial General Liability.
  - 4. **Business Registration (MASTER BUSINESS LICENCE) and/or Articles of Incorporation**  
(master business licence is required when a business is operating as a different name from the corporation, unless the business is a franchise)
  - 5. **Criminal Record Search**  
Security clearance issued within the last 30 days by the Police Services in the jurisdiction which the Applicant resides
  - 6. **Proof of Provincial Licence**  
Proof of a current and valid licence as a lender or a loan broker under the *Payday Loans Act, 2008*
  - 7. **Fee** - \$1200.00 \*\* Once your application form is reviewed, a link to the payment option will be sent to email provided on application.
- **Expiry Date** – May 31<sup>st</sup> of every year
  - **Borrower Protection Poster** –poster providing credit counselling agencies and contact information will be provided with licence. Must be posted at Establishments.

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