

FEE SCHEDULE

All businesses are required to have a business license when operating in the Town of Nanton. Business license fees are as follows.

	Resident	Non Resident	Market
ANNUAL	*\$100	*\$200	\$200
WEEKLY	\$100	\$100	---
DAILY	\$50	\$50	\$50

***Prorated Fees** for annual Business licenses after June 30th pay only 50% of applicable fee (except Market licenses).

Business license renewal fees paid after January 31st are subject to a \$50 late payment fee.

In addition to the business license fee, depending on the purpose and location of the business, applicants may be required to apply for a Development Permit and sign permit.

Additional Services

ATB	403.646.2207
Chinook Financial	403.646.2610
CIBC	403.646.2201
Town of Nanton Public Works	403.646.2902
Atco Gas	310.5678
Direct Energy	1.866.374.6299
Enmax	310.2010
Epcor	310.4300
FortisAlberta	310.9473
Canada Post	403.646.2525
AXIA - Fibre Optic Internet	1.844.276.2888
Telus Communications	310.2255
EastLink (TV, Internet, Phone)	1.888.345.1111

RESOURCES

Alberta Biz Pal

BizPal is a free online tool that enables business owners to search for permits and licenses that may be required to operate a business.

bizpal.ca

Alberta Southwest Regional Business License

When you purchase or renew your Nanton business license, you can pay an annual fee of \$80 for a regional business license. The regional business license is valid in all partner municipalities of Alberta Southwest. Visit

albertasouthwest.com.

Business Link

Business Link is a not-for-profit organization that helps entrepreneurs start their own businesses by providing great resources.

businesslink.ca

Canada Business Network

Provides resources and information to help businesses start and grow.

canadabusiness.ca

Community Futures Highwood

Community Futures Highwood is a not-for-profit organization that provides strategic business and economic development initiatives.

cfhighwood.net

Nanton & District Chamber of Commerce

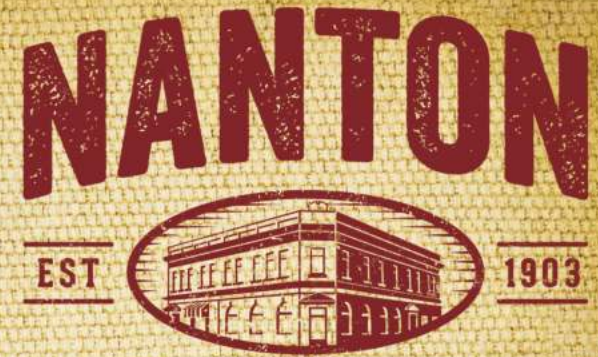
A local organization dedicated to promoting and supporting local business through programs and services.

nantonchamber.com

Service Alberta

A provincial government website that provides resources for all business types.

servicealberta.ca



Doing Business In Nanton



Town of Nanton
1907 - 21 Avenue, Box 609
Nanton, AB T0L 1R0
p 403.646.2029 f 403.646.2653
Nanton.ca



AUTHENTIC ALBERTA

Why do I need a business license?

The Town of Nanton is committed to providing quality services and ensuring consistency in all business operations within the town.

Businesses operating within the municipal boundaries of Nanton are required to have a business license as per the business license bylaw. A business license allows the Town to ensure that applicants meet the requirements of the bylaw and other regulatory bodies.

If you are a non resident business, a license is also required. Applications can be made for a daily, weekly or annual license depending on the need and length of operation of the business.

Benefits of a business License:

- To provide a fair and consistent environment for all operating businesses in the Town of Nanton
- Free advertising on the Town of Nanton website
- Access to other business resources and programs

Business Resource Directory

All licensed businesses have the opportunity to display information on the Town of Nanton Business Resource Directory at www.nanton.ca.

This free listing will allow your business to be easily searched in Google and other search engines.



Business License Types

Resident Business

A business operated at a premise located within the boundaries of the Town of Nanton. Businesses include store front, commercial and home based.

If you are planning to open a business within your residence, a home occupation permit must be applied for before the business license application can be processed.

A development permit is issued by the Planning & Development Officer or the Municipal Planning Commission for construction, renovations, change of use and/or signage projects. To apply for a development permit, please contact the Planning & Development Officer.

Non Resident Business

A business operated by an entity whose business, trade or occupation is not operated at a premises located within the corporate limits of the Town.

Market Business

Any place in the Town of Nanton where sellers gather to sell products and services, wares or merchandise to the public, at a single location or premise, including but not limited to Farmers Markets, Flea Markets, Craft Shows or Trade Fairs.

Door to Door & Direct Sales

This is a business selling merchandise or goods and services at any place other than the seller's place of business. To conduct door to door business, the following requirements must be met:

- Must have legible identification card with salesperson's full name, business name and address.
- Identification card must be visible at all times.
- Must carry the Town of Business license and provide if requested.
- Door to door sales can only be conducted between the hours of 9am to 8pm daily.

How do I obtain a Business license

1. Apply

In order to obtain a Town of Nanton business license, a business license application must be filled out and submitted.

Applicants need to ensure the application is complete and must be able to provide the following:

- Picture Identification
- If incorporated, a copy of certificate of incorporation
- Copies of other regulatory documents and approvals as requested.

Depending on the type of business you are operating, application approval may be dependent on other regulatory approvals and permits, such as but not limited to:

- Alberta Health Services
- Alberta Gaming & Liquor Commission
- Service Alberta
- Alberta Motor Vehicle Industry Council

If you are planning to open a business within your residence, a home occupation permit must be applied for before the business license application can be processed.

Applications are available online at Nanton.ca or the Town office

2. Fees

Business license fees are set in the Fees and Rates bylaw and are subject to change. See fee chart.

4. Renewal

Businesses will be issued a renewal reminder in the first week of January each year. Payments for your business license must be received by January 31st, or will be subjected to an additional \$50 late payment fee.