



Business Licence Guide For The Municipality of Leamington



Municipality of
Leamington
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Thank you for your interest in opening a business in the Municipality of Leamington.

What Types of Businesses Require a Licence?

The following are categories of businesses that require an annual municipal business licence issued by the Municipality of Leamington. For definitions, please see the Municipality's Consolidated Business Licensing By-law 50-24.

- Adult Entertainment
- Boarding and Rooming House
- Cash for Merchandise
- Caterer - Home Occupation
- Food Vehicle Class 1
- Food Vehicle Class 2 (3 day limit)
- Ice Cream Cart
- Ice Cream Vehicle
- Luxury Vehicle Service
- Pawnbrokers
- Salesperson - Door to Door
- Salesperson - Day Sales
- Transportation Company

Why Do Certain Businesses Need to be Licensed?

The main goal of a municipal business licence is to protect the health and safety of the public who use the service. It also helps ensure the consistency for business owners and customers. The Municipality's Consolidated Business Licensing By-law and amendments provide the rules and regulations for each licensed business.

Zoning

Before you sign a lease or apply for a business licence – check the zoning!
Call 519-326-5761 to speak to the Planning Department or email planning@leamington.ca to receive information about what uses are permitted in which zones.



What Do I need to Apply for a Business Licence?

Applications can be completed online using a business licensing software called Cloudpermit. The software can be found at www.learmington.ca/business. Physical copies of the application are also available in person at Town Hall.

Each type of business requires certain documentation. You can refer to the application to determine what documentation is needed.

Incomplete Applications

We will not accept incomplete applications. If you are required to provide documentation, it must be provided with the application and not at a later date. We will send the application back to you if you submit it without documents needed.

Fees

Please refer to the Business Licence Fee Schedule.

What Happens after I submit my Licence Application and Documentation?

Once you submit your application, the necessary inspections will be arranged for you including Building and Fire. You are required to contact the Windsor-Essex County Health Unit directly for any required Health Unit inspections. Please contact the Licensing Assistant if you wish to receive a copy of a general list of what to expect before your inspections.

Who to Contact

You may contact the Manager of Legislative Services at 519-326-5761 or by email at clerks@learmington.ca with any questions.

Contact Information

Municipality of Leamington, Legislative Services Department

111 Erie Street North, Leamington, Ontario

Phone: 519-326-5761

Email: clerks@learmington.ca

For information about business licensing and to apply, visit www.learmington.ca/business