



# SALE OF CONSUMER FIREWORKS APPLICATION

## THE APPLICATION PROCESS

This package contains the necessary application to apply for the **Sale of Consumer Fireworks** licence in the City of Vaughan (the City). To apply, persons must submit a completed application and pay the applicable fee as listed at [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing), as amended. For more information, contact us:

**By-law and Compliance, Licensing and Permit Services Department, City of Vaughan**

Vaughan City Hall, 2141 Major Mackenzie Dr., 1<sup>st</sup> floor, Vaughan, ON, L6A 1T1

Phone: 905-832-2281 | Email: [bylaw.licensing@vaughan.ca](mailto:bylaw.licensing@vaughan.ca)

Website: [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing)

Hours: Monday to Friday, 8:30 am to 4:30 pm, except for statutory holidays

### How to apply

Applicants and licensees have four options for submitting new or renewal licence applications:

1. **Licensing Portal** where you can apply online for and renew many licences, posted at [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing). Note, you will not be required to complete this form if you apply using the portal.
2. **Mail** to the By-law and Compliance, Licensing and Permit Services Department.
3. **Drop off** to drop-boxes located at the entrances of Vaughan City Hall, with the enveloped marked, “Attn: By-law and Compliance, Licensing and Permit Services”.
4. **By e-mail** to [bylaw.licensing@vaughan.ca](mailto:bylaw.licensing@vaughan.ca), along with scanned copies of required documentation, and an e-mail indicating a contact phone number for staff to collect payment.

### Who can submit the application and appoint an authorized agent

As per the table below, the following persons can submit an application. Note that an “authorized agent” may submit the application, provided that the person is given authorization through this application or [separate submission](#) of the Authorized Agent Form at [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing).

Applicant	Persons who can: <ol style="list-style-type: none"> <li>1. submit the application; and</li> <li>2. who have the authority to appoint an authorized agent through submission of this form or the Authorized Agent Form</li> </ol>
Sole proprietorship	The sole proprietor
Partnership	A partner
Corporation	An officer or director

## THE APPLICATION

### Section 1 – Licence type

Please check the box below to confirm the licence you are applying for.

- I am applying for a licence to sell Consumer Fireworks in the City of Vaughan.

### Section 2 – Applicant information

Please complete this mandatory section with respect to the applicant

Registered business name

(as per Articles of Incorporation or Master Business Licence)

Type of applicant

- Sole proprietor  
 Partnership  
 Corporation

Operating business name (if different than registered business name)

Name of person submitting the application (first and last name)

Relationship to applicant

- Sole Proprietor  Partner in the partnership  Officer in a Corporation  Director in a Corporation  
 Authorized agent

Position of person submitting the application

### Information about your business

Which status applies to your business?

- New business  
 Existing business with new owner  
 Existing business starting operation in Vaughan

Anticipated start date of operation  
(dd/mm/yy)

### Business address

Business address (street no, street name)

Unit

City

Province

Country

Postal code/ zip code

Business telephone number

Alternative telephone number

Email address		
<b>Mailing address (if different from above)</b>		
Address (street no, street name)		Unit
City	Province	
Country	Postal code/ zip code	
<b>Address of Sale of Consumer Fireworks</b>		
Where would you like to sell consumer fireworks?		
<input type="checkbox"/> At the Business Address listed above <input type="checkbox"/> At the Mailing Address listed above <input type="checkbox"/> Other address, listed below:		
Address (street no, street name)		Unit
City <b>Vaughan</b>	Province <b>Ontario</b>	Postal code
<b>Description of the Location Where Fireworks Would Be Sold</b>		
Please describe the location and facility where consumer fireworks would be sold:		
<b>Section 3 – Authorized Agent</b>		
This section should be completed if the applicant would like to appoint an agent to act on behalf on a business licence or permit applicant(s) or licensee(s).		
Name of authorized agent (first name, last name)		
Business telephone number	Email address	

**What will the Authorized Agent do on behalf of the applicant?**

Select all activities that apply.

- Apply for a business licence or permit, including payment
- Renew a business licence or permit, including payment
- Make and respond to inquiries with respect to the licence, permit or application
- Update information with respect to the licence, permit or application
- Cancel the licence, permit or application
- Other, as described here:

**Section 5 – Required documents**

The following documentation must be submitted with your application.

<b>Item</b>	<b>Description</b>
Check the box below if you have included the item.	The description is based on the Licensing By-law, as amended, as listed at <a href="http://www.vaughan.ca/bylaw">www.vaughan.ca/bylaw</a> in the By-law Library.
<b>Required for all businesses</b>	
<input type="checkbox"/> Canadian Government-Issued Identification	Canadian government-issued identification which demonstrates the applicant is at least 18 years of age and eligible to work in Canada; this is required for all directors and officers in a corporation, partners in a partnership and sole proprietors. This may be one or several pieces of identification.
<input type="checkbox"/> Business Registration Documents	Business Registration Documents (e.g., Master Business Licence, franchise agreement, partnership agreement, or articles of incorporation; if the business' legal and operating name are different, both the Master Business Licence and Articles of Incorporation are required)
<input type="checkbox"/> <a href="#">Zoning Search for the Municipal Licence Clearance</a>	A <i>Zoning Search for Municipal Licence Clearance</i> must be completed for all stationary businesses located in the City of Vaughan prior to applying for a licence, issued within the previous 365 days. For more information or to make an application online through the Online Services Portal, please visit the following web address: <a href="http://vaughan.ca/services/business/zoning_services/Pages/zoning_searches.aspx">vaughan.ca/services/business/zoning_services/Pages/zoning_searches.aspx</a>
<input type="checkbox"/> Authorized Agent Identification (if applicable)	If the applicant would like to appoint an Authorized Agent, Section 3 must be completed and one piece of Canadian government-issued photo identification for the Authorized Agent must be submitted.
<input type="checkbox"/> Safety Awareness Workshop Certificate from Vaughan Fire Services	Safety Awareness Workshop Certificate from Vaughan Fire and Rescue Services. For more information, contact Vaughan Fire and Rescue Service at 905-832-8531 ext. 6325 or visit: <a href="https://www.vaughan.ca/services/residential/licensing_and_permits/Pages/Fireworks.aspx">https://www.vaughan.ca/services/residential/licensing_and_permits/Pages/Fireworks.aspx</a>

**Section 6 – Declarations**

By signing below, the applicant (or the applicant through the authorized agent) certifies that:

- 1) The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true and accurate to the best of the applicant's knowledge.
- 2) The person authorized agent has the authority to bind the applicant.

- 3) The applicant acknowledges that the application may contain “personal information” as defined under the Municipal Freedom of Information and Protection of Privacy Act. This information is required pursuant to the provisions of the Municipal Act. It will be used by the City of Vaughan to process this application, for administration of this licence and to ensure compliance with all applicable statutes, regulations and by-laws. Questions about this collection should be directed to the Chief Licensing Officer, By-law and Compliance, Licensing and Permit Services, City of Vaughan, 2141 Major Mackenzie Drive West, Vaughan, Ontario L6A 1T1, telephone number (905) 832-2281.
- 4) The applicant further agrees that any false information may result in refusal to issue, suspension, revocation or placement of conditions on any licence.

**Signature of at least one of the applicant(s), such as the sole proprietor, partners, officers or directors**

Note that only those applicants whose names and signatures are submitted below, will be authorized to manage the licence. If there are more than five applicants to be listed, you can include their names, signatures and the date of signatures on the back of this document.

Name of applicant 1	Signature of applicant 1	Date (dd/mm/yy)
Name of applicant 2	Signature of applicant 2	Date (dd/mm/yy)
Name of applicant 3	Signature of applicant 3	Date (dd/mm/yy)
Name of applicant 4	Signature of applicant 4	Date (dd/mm/yy)
Name of applicant 5	Signature of applicant 5	Date (dd/mm/yy)
<b>Signature of the authorized agent (if applicable)</b>		
Name of authorized agent	Signature of authorized agent	Date (dd/mm/yy)

<b>For office use only</b>	
Reviewed by the following staff:	Date of review (dd/mm/yy)
Notes	