DEVELOPMENT SERVICES (Edmonton Tower)
2nd FLOOR, 10111 - 104 Avenuw NW
EDMONTON, AB T5J 3J4
PHONE: 311 or if outside of Edmonton 780-442-5311
EMAIL: businesslicenceapplications@edmonton.ca

Business Licence Cancellation Request

LICENCE NUMBER: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

PHONE NUMBER: _____

DATE OF CLOSURE: _____

REASON FOR CANCELLATION:

Business no longer in operation ☐

Moved to new location ☐ **New Address**_____

New Owners ☐

If NEW OWNER KNOWN:

Name and Contact information of NEW OWNER:

_____

NAME OF PERSON REQUESTING CANCELLATION:

_____

(PRINT NAME)

_____

(Signature)

WHAT IS YOUR RELATIONSHIP TO BUSINESS (owner, manager, other)?

_____

PLEASE E-MAIL TO:

businesslicenceapplications@edmonton.ca

The personal information on this form is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* (FOIP) to assess all matters relevant to your application for this licence. The City may request input from employees of other City of Edmonton departments, Alberta Health Services, Edmonton Police Service, and/or Alberta Gaming and Liquor Commission in order to properly assess your application for this licence or to determine appropriate conditions, if any, for this licence. Therefore, the City requests your written consent to disclose the personal or other information provided in your application to other City employees or to the other named entities as may be required for these purposes, pursuant to section 40(1)(d) of FOIP. If you have any questions regarding the collection, use, or disclosure of your personal information please contact the Licensing Advisor at 780-442-7197.