

## NEWS RELEASE

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### **Have you received your 2017 Business Licence?**

*Unpaid 2017 Annual Business Licence fees are now past due*

#### **Summary**

Business owners operating in Nanaimo, or from Nanaimo, are reminded that 2017 business licence invoices were mailed during the last week of November 2016 and the fees were due on December 31, 2016. Where fees have not yet been paid, they are now past due and those businesses are subject to a fine pursuant to "Business Licence Bylaw 1998 No. 5351".

For business owners that have not received their 2017 Invoice; for business owners that have relocated; or business owners no longer operating, please notify the Licencing Office as soon as possible by email at [licencing@nanaimo.ca](mailto:licencing@nanaimo.ca) or in person at the Service & Resource Centre, 411 Dunsmuir Street.

*Strategic Link:* Taking responsibility to be an excellent municipal government by communicating internally and externally while preserving and enhancing quality of life in Nanaimo through efficient, effective, affordable delivery and facilitation of municipal services.

#### **Key Points**

- Unpaid 2017 business licence fees are now past due. Businesses are not issued their annual City of Nanaimo business licence until the fee is paid.
- All business licence accounts with outstanding fees are subject to a fine pursuant to "Business Licence Bylaw 1998 No. 5351".
- Licencing staff are contacting all outstanding business licence account holders to remind them that their fees have not been paid.

#### **Quotes**

"The requirement for business licences assist in ensuring that municipal land use regulations, building and fire codes, health regulations and all other relevant community safety requirements are adhered to by business operators."

Nelda Richardson  
Manager, Development Support Services & Business Licencing  
Community Development Department

Continued... Have you received your 2017 Business Licence?

## Quick Facts

- If you own a commercial building that you lease space to other businesses within the commercial building you are required to hold a business licence.
- If you are a mobile business operating from a residential dwelling within the boundaries of Nanaimo you are required to obtain a business licence.
- If you are an organizer of a trade show or special event which operates for 1 to five days consecutively where products are promoted for future sale and sold at a fixed premise you must first obtain a business licence to do so for \$41.25.
- For all new and relocating businesses, you need to make sure that your location is zoned for your type of business.

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