

YUULU?IL?ATH GOVERNMENT

Enacted under the Business Licensing Act section 5.1

**BUSINESS LICENSING REGULATION**

**YFNR 50/2021**



This regulation enacted on December 14, 2021

Signed:

A handwritten signature in black ink, appearing to read "Charles McCarthy". The signature is fluid and cursive, written over a horizontal line.

Charles McCarthy, President of the  
Yuułu?il?ath Government

DEPOSITED IN THE  
REGISTRY OF LAWS AND  
OFFICIAL RECORDS

ON 16 / DEC / 2021



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## TABLE OF CONTENTS

<b>PART 1 - INTRODUCTORY PROVISIONS.....</b>	<b>5</b>
Short title .....	5
Application .....	5
Definitions .....	5
<b>PART 2 - PRESCRIBED MATTERS.....</b>	<b>7</b>
Forms .....	7
Fees.....	7
<b>PART 3 - FORM PREPARATION AND COMPLETION .....</b>	<b>9</b>
Completion of business licensing form .....	9
Abbreviations .....	9
English language.....	9
<b>SCHEDULE 1 – BUSINESS LICENSING FORMS .....</b>	<b>11</b>
Form BL-1: Business Licence Application .....	13
Form BL-2: Schedule .....	15
Form BL-3: Business Licence Transfer.....	17
Form BL-4: Business Licence Renewal .....	19
Form BL-5: Tour Operator Disclosure Statement .....	21
Form BL-6: Notice of Suspension .....	23
<b>SCHEDULE 2 – FEES .....</b>	<b>25</b>



## PART 1 - INTRODUCTORY PROVISIONS

### Short title

1.1 This regulation may be cited as the Business Licensing Regulation.

### Application

1.2 This regulation establishes the

- (a) forms for business licensing required under the Act,
- (b) manner in which a business licensing form must be completed, and
- (c) the fees required under the Act.

### Definitions

1.3 In this regulation:

“Act” means the Business Licensing Act;

“business licensing form” means a form prescribed under this regulation.



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## PART 2 - PRESCRIBED MATTERS

### Forms

- 2.1** (a) The business licensing forms numbered BL-1 to BL-6 in Schedule 1 are prescribed for the purposes of the Act.
- (b) A business licensing form that is
- (i) an application for a new business licence under section 2.4 of the Act or an amendment to a business licence under section 2.8 of the Act must be in Form BL-1,
  - (ii) an application for a transfer of a business licence under section 2.4 of the Act must be in Form BL-3,
  - (iii) an application to renew a business licence under section 2.7 of the Act must be in Form BL-4,
  - (iv) a tour operator disclosure statement for a guided tour or charter operation under section 3.3 of the Act must be in Form BL-5,
  - (v) a notice of suspension under section 4.1 of the Act must be in Form BL-6.
- (c) Nothing may be attached to a business licensing form except one or more schedules in Form BL-2.
- (d) Every business licensing form must be executed and completed in compliance with
- (i) the Act,
  - (ii) this regulation, and
  - (iii) the instructions on the business licensing form, as applicable.

### Fees

- 2.2** (a) An applicant for a business licence, or for an amended to or a transfer of a business licence, must pay the applicable fee set out in Schedule 2.
- (b) Any fee referred to in subsection (a) is non-refundable.





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## PART 3 - FORM PREPARATION AND COMPLETION

### Completion of business licensing form

- 3.1** (a) Every business licensing form, including attachments, must be on durable paper of 27.9 cm x 21.6 cm in size.
- (b) A business licensing form must be completed by printing or typing in
- (i) legible characters of 10 or 12 pitch, but not smaller than 12 point, and
  - (ii) black or dark ink that is compatible for electronic scanning, optical character recognition or micrographic technology of the kind used in the Yuulu?il?ath administration office.

### Abbreviations

- 3.2** An abbreviation of any word on a business licensing form must not be used unless the abbreviation does not obscure the meaning, intent or legal effect of the business licensing form.

### English language

- 3.3** Every business licensing form must be completed in the English language.



**SCHEDULE 1 – BUSINESS LICENSING FORMS**

**BL-1: Business Licence Application**

**BL-2: Schedule**

**BL-3: Business Licence Transfer**

**BL-4: Business Licence Renewal**

**BL-5: Tour Operator Disclosure Statement**

**BL-6: Notice of Suspension**



**Form BL-1: Business Licence Application**

<p><b>YUULU?IL?ATH GOVERNMENT</b></p> <p>Business Licensing Act                  Department of lands and resources                  Business Licensing Regulation</p> <p><b>Form BL-1</b>  <b>BUSINESS LICENCE</b>  <b>APPLICATION</b></p>		<p>Date received: _____</p> <p>File no: _____</p> <p><input type="checkbox"/> Application fee received</p> <p>Licence No.: _____</p> <p><i>(for director's use only)</i></p>
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Businesses operating on Yuulu?il?ath land or Yuulu?il?ath foreshore are required to have a valid licence. The information requested in this application is necessary to fully evaluate your request for a business licence. Completion of this form does not guarantee approval of a business licence, nor should business be commenced prior to a business licence being issued.

Type of Application:	<input type="checkbox"/> New Licence	<input type="checkbox"/> Amendment to Licence No.: _____
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**APPLICANT'S PERSONAL INFORMATION**

Full Name:	
Yuulu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	

**BUSINESS INFORMATION**

Name (registered name):	
Doing business as:	
Phone #s (including fax):	
Mailing Address:	
Email Address:	
Nature of Business:	
Business Description:	
If Accommodations - # of Rooms:	
# of People Engaged in Business:	
Other Information:	

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**PROPERTY OWNER'S PERSONAL AND PROPERTY INFORMATION**

Full Name:	
Yuulu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	
Legal Description of Property:	
Civic Address of Property:	
Property Zoning:	
Uses currently contained within said premises:	

Will there be any discharge into sewers other than domestic sewage?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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I/We make this application for a business licence in accordance with particulars as stated above and declare that the above statement is true and correct and I/we understand that, if granted the business licence applied for, I/we will comply with each and every obligation contained in Yuulu?il?ath laws, federal laws and provincial laws now in force and any amendments to such laws.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

The director may request additional information he or she considers necessary or desirable from the applicant or any other person before determining the applicant's eligibility for a business licence.

**Form BL-2: Schedule**

<p><b>YUULU?IL?ATH GOVERNMENT</b>                  Business Licensing Act                  Department of lands and resources                  Business Licensing Regulation  <b>Form BL-2</b>  <b>SCHEDULE</b></p>		<p>Date received:                  File no:  <input type="checkbox"/> Application fee received                  Licence No.: _____  <i>(for director's use only)</i></p>
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Type of Application:     New Licence                       Amendment to Licence No.: \_\_\_\_\_

**APPLICANT'S PERSONAL INFORMATION**

Full Name:	
Yuulu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	

**BUSINESS INFORMATION**

Name (registered name):	
Doing business as:	

Attached to this Form BL-2 and forming part of my application are the following documents:

- Certificate of Incorporation
- Report authorizing occupancy under the Building and Development Authorization Act
- Fire Safety Certificate
- Certificate issued by the Health Inspector, if the business is a restaurant
- Proof of insurance, if the business requires specific insurance coverage
- Liquor or cannabis licence from the Government of British Columbia, if the business will sell alcohol or cannabis
- Proof of vehicle registration, if the business uses a motor vehicle or commercial vehicle
- Other information requested by the director of lands, public works and resources

I/We make this application for a business licence in accordance with particulars as stated above and declare that the above statement is true and correct and I/we understand that, if granted the business licence applied for, I/we will comply with each and every obligation contained in Yuulu?il?ath laws, federal laws and provincial laws now in force and any amendments to such laws.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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**Form BL-3: Business Licence Transfer**

<p><b>YUULU?IL?ATH GOVERNMENT</b>                  Business Licensing Act                  Department of lands and resources                  Business Licensing Regulation  <b>Form BL-3</b>  <b>BUSINESS LICENCE</b>  <b>TRANSFER</b></p>		<p>Date received:                  File no:  <input type="checkbox"/> Application fee received                  (for director's use only)</p>
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Business Licence Number:	
Name (registered name):	
Doing business as (advertised name):	

**BUSINESS OWNER'S PERSONAL INFORMATION**

Full Name:	
Yuulu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	

**BUSINESS LICENCE IS BEING TRANSFERRED TO THE FOLLOWING LOCATION**

Mailing Address:	
Phone #s (including fax):	
Legal Description of Property:	
Civic Address of Property:	
Property Zoning:	

**PROPERTY OWNER'S PERSONAL INFORMATION**

Full Name:	
Yuulu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	

I/We make this application for a Business License Transfer in accordance with particulars as stated above and declare that the above statement is true and correct and I/we understand that I/we will comply with each and every obligation contained in Yuulu?il?ath laws, federal laws and provincial laws now in force and any amendments to such laws.

Signature of business owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

The director may request additional information it considers necessary or desirable from the parties or any other person before approval of a transfer of business license.

**Form BL-4: Business Licence Renewal**

<p><b>YUULU?IL?ATH GOVERNMENT</b></p> <p>Business Licensing Act                  Department of lands and resources                  Business Licensing Regulation</p> <p><b>Form BL-4                  BUSINESS LICENCE                  RENEWAL</b></p>		<p>Date received:</p> <p>File no:</p> <p><input type="checkbox"/> Licence fee received</p> <p><i>(for director's use only)</i></p>
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Business Licence Number:		Renewal Year:	
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**BUSINESS OWNER'S PERSONAL INFORMATION**

Full Name:	
Yuułu?il?ath Citizenship #:	
Phone #s:	
Mailing Address:	
Email Address:	

**BUSINESS INFORMATION**

Name (registered name):	
Doing business as:	
Phone #s (including fax):	
Civic Address:	
Mailing Address (if different from Civic):	
Email Address:	

Type of Business:	
Business Description:	
Business Hours: Summer:	Winter:
Number of Employees: Summer:	Winter:
Number of Motor Vehicles Used:	
Number of Off-Street Parking Spots Provided:	

*Continued on next page*

Number of Vessels and Total Capacity (for marine based business, including kayaks):
Number of Sleeping Units (for accommodation provider):
Number of Staff Accommodations provided (for accommodation provider):
Number of Seats (for restaurants, cafes and licensed establishments):
Gross Floor Area (for offices, galleries, retail stores/uses):
Other Information:

I declare that the above information is true and correct to the best of my knowledge.

Signature of Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**Form BL-5: Tour Operator Disclosure Statement**

<p><b>YUULU?IL?ATH GOVERNMENT</b>                  Business Licensing Act                  Department of lands and resources                  Business Licensing Regulation  <b>Form BL-5</b>  <b>TOUR OPERATOR</b>  <b>DISCLOSURE STATEMENT</b></p>		<p>Date received: _____                  File no: _____                  Licence No.: _____  <i>(for director's use only)</i></p>
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Please provide the following information:

**BUSINESS INFORMATION**

Name (registered name):	
Doing business as:	
Phone #s (including fax):	
Mailing Address:	
Email Address:	

1. Number of vehicle(s) (boat, aircraft, and motor vehicle) operated as part of the business to be licensed pursuant to this application.
2. Name(s), licence or registration #s of the vehicle(s), boat(s) or aircraft(s) described above.
3. The passenger capacity of each vehicle(s), boat(s) and aircraft described above.
4. All locations where passengers embark or disembark from the vehicle(s), boat(s) or aircraft described above.
5. All locations where the vehicle(s), boat(s) or aircraft(s) described above are stored, moored or parked when not in operations.
6. Are you leasing moorage, storage or parking space? If so, please provide a copy of lease agreement.

*Continued on next page*

7. Are you using a Ticket Agent? If so, please provide the name, address and telephone number of that agent.
8. Provide the address of all ticket sales locations used in the operation of the business to be licensed under this application.
9. Provide the address of all locations provided for customer/passenger parking of private vehicles.

Attach this form, when completed, to the business licence application form(s).

Signature of Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**Form BL-6: Notice of Suspension**

<b>YUULU?IL?ATH GOVERNMENT</b> <b>Business Licensing Act</b> <b>Department of lands and resources</b> <b>Business Licensing Regulation</b> <b>Form BL-6</b> <b>NOTICE OF SUSPENSION</b>		<b>File no:</b>          <i>(for director's use only)</i>
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**NOTICE OF BUSINESS LICENCE SUSPENSION**

**TAKE NOTICE THAT LICENSE NO.:** \_\_\_\_\_ **HAS BEEN SUSPENDED**

<b>Effective Date of Suspension:</b>	
<b>Name of Business:</b>	
<b>Civic Address:</b>	
<b>Legal Address:</b>	
<b>Owner:</b>	<b>Primary Contact:</b>
<b>Reason for suspension:</b>	
<b>Comments:</b>	

\_\_\_\_\_  
Signature of Authorizing Officer

For further information regarding the above, contact the Authorizing Officer at: Yuulu?il?ath Government, PO Box 699, Ucluelet, British Columbia, V0R 3A0 Telephone: (250) 726 7342 Fax: (250) 726 7552





**SCHEDULE 2 – FEES**

<b>Business Type</b>	<b>Licence Fee</b>
<b>Food Services</b>	
<b>Non Licensed – Full Service</b> Establishments where food and/or beverages are served to the public primarily for consumption on the premises, and the business is not licensed under the Provincial Liquor Control and Licensing Act.	\$100.00
<b>Licensed – Full Service</b> Establishments where food and beverages are served to the public for consumption on the premises and licensed under the Provincial Liquor Control and Licensing Act.	\$250.00
<b>Non Licensed – Snack Bar</b> Establishments where a snack bar is operated as an adjunct to a primary operation on the premises and not licensed under the Provincial Liquor Control and Licensing Act.	\$75.00
<b>Liquor Outlet</b> Establishment where primarily alcohol is provided or served to the public including a pub, lounge or beer or wine outlet.	\$400.00
<b>Professional/Contractor Services</b>	
<b>Professional Services</b> Including, but not limited to: Appraiser Barrister and Solicitor Chiropractor Dentist/Dental Surgeon General Accountant Insurance Agent/Salesperson Medical Specialist Notary Public Physician or Surgeon Real Estate Agent Forestry engineer/Consultant Registered Massage Therapist Barbers/Hairdressers Chimney Sweep Diving Services Arts Commercial Kennel Music/Dance/Language Teachers Officer Services Photographic Development T.V./Small Electrical Repairs Garbage Collection and Sanitary Services Day-care Provider	Dental Mechanic/Technician Architect Chartered Accountant Engineer General Finance Land Surveyor Mortgage Broker Pharmacist Physiotherapist Veterinarian Laboratory Arts and Crafts Teacher Bookkeeping Services Consultant Services Family Day-care Graphic Janitorial Services Laundromat Laundry/Dry Cleaning Pest Control Business Offices Storage Service/Warehouse Radio Broadcasting
	\$150.00

<b>Business Type</b>	<b>Licence Fee</b>
General Contractor	\$150.00
<b>Sub Contractors</b> Including, but not limited to: Concrete/Paving/Ashphalt Electrical Trucking Framing/Roofing Heating, Ventilation Masonry & Bricklaying Metal Doors and Windows Painting and Decorating Sandblasting Refrigeration/Air Conditioning Metal Working Structural Fabricating and Welding Renovations	\$100.00  Drywall Excavation/Land Fill Floor/Wall Covering Glazing Landscaper Mechanical Millwork Plumbing, Pipe-Fitting Pile Driving Tree Topping Sheet Metal/Fibre Siding Maintenance Contractor Sewer/Water/Roads
<b>Commercial Retail</b>	
<b>Commercial Retail</b> Including, but not limited to: Art Gallery/Framing Bakery Clothing Delicatessen Dry Goods Greenhouse Gift Shop Hardware Meat/Fish Store Stationary	\$150.00  Books Convenience Store Drugstore/Pharmacy Small Appliances Florist Flooring Groceries Jewelry Photographic Supplies
<b>Commercial Retail</b> Utilizing floor space greater than 300 sq. meters (3229 sq. ft)	\$400.00
<b>Industrial/Manufacturing Use</b>	
<b>Industrial/Manufacturing Use</b> Including, but not limited to: Machine Shop Re-Manufactured Electrical Motors Fish Buyer Boat Building Industrial Storage	\$350.00  Fish Processing Pulp and Paper Mill Ice Plant Sawmill
<b>Industrial/Manufacturing Use</b> Utilizing floor space greater than 400 sq. meters (4306 sq. ft)	\$700.00

<b>Business Type</b>	<b>Licence Fee</b>
Transportation/Marine Transportation/Motor Vehicle/Equipment/ Machinery Related Business Including, but not limited to: Air Carrier Car Rental Taxi Vehicle Commercial Parking Boat Ramp Boat Sales and Service Divers Marine Towing Tug and Barge Transportation Motor Vehicle Repair Small Machinery and Equipment Dealer	\$150.00                      Bus Service Freight Company Vehicle Towing Boat Marina Marine Equipment Sales/Service Boat Rentals Mobile Marine Repairs Marine Fuel Sales Water Taxi Fuel Service Station Mobile Welding
<b>Vendors</b>	
Vendors Market	\$200.00
Street Vendors	\$100.00
<b>Rental Accommodation</b>	
Apartment Houses Trailer/Mobile Home Parks	Condominiums Marine Accommodations \$150.00
<b>Tourist Commercial</b>	
Bed & Breakfast with One (1) Room Each Additional Room	\$225.00 \$75.00
Guest House with One (1) Sleeping Unit Each Additional Sleeping Unit	\$225.00 \$75.00
Short Term Rental with One (1) Sleeping Unit Each Additional Sleeping Unit	\$225.00 \$75.00
Temporary Accommodation with One (1) Sleeping Unit Each Additional Sleeping Unit	\$225.00 \$75.00
Charter Operations Marine/Air/Land Charters Scenic Tours Diving	\$150.00    Fishing Charters Whale Watching Back Road Adventures

<b>Business Type</b>	<b>Licence Fee</b>
Ticket Agent	\$150.00
Resort/Campground/RV Park/Hotel/Motel/Hostel – With or Without Adjunct Services: No Adjunct Services Base Fee Up to 2 Services 3 to 5 Services Plus \$10.00 per room or \$5.00 per campsite/RV space	\$225.00 \$500.00 \$750.00
<b>Artists and Artisans</b>	
Artists and Artisans I With no employees and no retail space	\$75.00
Artists and Artisans II With retail space and no employees involved in production	\$150.00
Artists and Artisans III With one or more employees involved in production	\$350.00

<b>Other Fees</b>	
Processing Fee	\$50.00
Transfer of Business License	\$25.00