

# Fixed Food Premises ONLINE Renewal Instructions

\*\* A new online process for business licensing applications and renewals has been implemented. The online application process and form is available on the City website <https://www.brampton.ca/EN/Business/Licensing/Pages/Stationary-Licence-Requirements.aspx> Requests for licences and renewals will only be accepted through the online application process.\*\*



## Requirements for renewing the above licence:

- 1. **Licence Application Form**  
Business and owner information to be entered online.
- 2. **Certificate of Insurance** - completed insurance form to be uploaded online  
The insurance form **must be completed and signed by your insurer** showing evidence of \$2,000,000 (minimum) Commercial General Liability. It is the business owner's responsibility for uploading the insurance certificate on the online application form.
- 3. **Health Department Approval**  
A photo copy of your current Food Check Peel Green Pass Card *or* your latest health inspection report within the past year issued to your location must be provided.



- 4. **Fee** – \$209  
  
\*\* Once your application is reviewed, a link to the payment option will be sent to email provided on application.
- **Expiry Date** – January 31<sup>st</sup> of every year

- Class A** : Bakery
- Class B**: Cafeteria
- Class C**: Café or Coffee Shop
- Class D**: Convenience Store
- Class E**: Grocery Store
- Class F**: Restaurant
- Class G**: Restaurant – Take-out only
- Class H**: Residential-Based Food Preparation

**\*\* Late Renewals are subject to \$50 late fee\*\***

Once your application has been reviewed and approved your payment will be processed and your licence will be mailed out.