

Tobacco and/or Vapour Product Sales Online Application Requirements

**** 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 obtaining the above licence:

1. **Licence Application Form**

The attached form must be completed and signed by the owner of the business.

2. **Zoning Approval** -application will be forwarded to our zoning division for review of Location of the business. Please provide complete address of business.

3. **Certificate of Insurance**

The attached 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 to upload insurance certificate on online application.

4. **Articles of Incorporation and Business Name Registration**
(Business name registration is required when a business is operating as a different name from the corporation, unless the business is a franchise)

5. **Fee** - \$321.00 ** Once your application is reviewed, a link to the payment option will be sent to the email provided on application.

- **Expiry Date** – January 31st of every year

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

SCHEDULE 27 TO THE STATIONARY BUSINESS LICENSING BY-LAW RELATING TO

TOBACCO AND VAPOUR PRODUCT RETAILERS

1. In this Schedule:

“Electronic cigarette” means a vaporizer or inhalant-type device, whether called an electronic cigarette or any other name, that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user of the device directly through the mouth, whether or not the vapour contains nicotine

“Tobacco Retailer” means any store or shop where tobacco, cigars, cigarettes, electronic cigarettes and/or vapour products are sold by retail.

“Vapour Products” means an electronic cigarette, an e-substance, or any component of an electronic cigarette and includes the package in which the electronic cigarette, e-substance or component is sold.

2. Every Person or Individual licensed under this Schedule shall comply with the provisions of the *Smoke-Free Ontario Act, 2017*, S.O. 2017, c. 26, as amended, the *Tobacco and Vaping Products Act*, S.C. 1997, c.13, as amended, the *Tobacco Tax Act*, R.S.O. 1990, c. T.10, as amended, and any other relevant legislation.
3. No Person or Individual shall sell or supply any tobacco, cigars, cigarettes, electronic cigarettes and/or vapour products to any person who is less than 19 years old.
4. Every Person or Individual licensed under this Schedule shall maintain the premises in a clean condition, free from litter and must provide litter containers around the premises in size, number and location so that they adequately contain all refuse caused by the operation of the business.
5. Where an automatic prohibition order is issued by the Minister of Health for the sale of tobacco, vapour products or electronic cigarettes (if and when applicable), the Licence issued by the City is automatically suspended for the period of time specified in the automatic prohibition order. There shall be no appeal under this By-law for a Licence suspended under this section.
6. Every applicant for a Tobacco Retailer's Licence or for the renewal of such Licence shall be in possession of a retail Dealer's Permit issued under the *Tobacco Tax Act*, R.S.O. 1990, c.T10, as amended, or as of June 30, 2010, held a valid Retail Sales Tax Vendor's Permit issued under the *Retail Sales Tax Act*, R.S.O. 1990, c. R.31, as amended.