



# Class D - Home Occupation Food Shop Application

Municipal Law Enforcement and Licensing  
50 Centre Street South  
Oshawa, ON  
L1H 3Z7

## \$225 for a two year licence

(Total fees include a licence fee which is \$150 and an application fee which is \$75)

Office Use Only	Req.	Rec.
Master Business Licence		
Articles of Incorporation		
Floor plan		
Property Standards		
Durham Region Health		
MLELS – Property		
Tax Arrears		
Arrears - MLE		
Licence No.		

### Applicant Information

Last Name	First Name
-----------	------------

Home Address (including postal code)

Email

Home Phone	Alternate Phone
------------	-----------------

### Business Information

Business Name

Corporation Name (if applicable)

Where in your dwelling unit is the home occupation located?

Please list the food you will be preparing.

This form may contain personal information as defined under the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 c.25, as amended. This information will be used and maintained by the City of Oshawa for administering the Municipal Law Enforcement and Licensing process. Questions regarding this collection may be directed to the City's Information Access and Privacy Officer, City of Oshawa, 50 Centre Street South, Oshawa, Ontario, L1H 3Z7, 905-436-3311.

---

Will you be doing any construction to your dwelling for this home occupation?\*

Yes  No

---

Are you using your existing cooking appliances in your kitchen?\*

Yes  No

---

**\*If you have answered yes to the above two questions, please contact Building Services for further information. A building permit may be required for your renovations/commercial cooking equipment.**

Please Check the below box to indicate you understand.

- I understand that my application will not continue until I produce documentation from Building Services that any requirements have been satisfied.

You can contact Building Services at 905-436-3311 ext. 2290 or [buildings@oshawa.ca](mailto:buildings@oshawa.ca) .

I have read and understand the regulations pertaining to this licence category. I authorize the City of Oshawa to make any investigation regarding this application and authorize the release of records and information to the City of Oshawa provided such information is received and discussed confidentially. I declare that the information in this application is accurate, true and complete.

---

Signature

Date

---

Please submit the following documentation with your application.

- Master Business Licence (Service Ontario business name registration)
- Articles of Incorporation (if corporation)
- Floor plan of area of home dedicated to the home occupation, complete with room measurements
- Durham Region Health Inspection Report (If inspection has been completed)

---

This form may contain personal information as defined under the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 c.25, as amended. This information will be used and maintained by the City of Oshawa for administering the Municipal Law Enforcement and Licensing process. Questions regarding this collection may be directed to the City's Information Access and Privacy Officer, City of Oshawa, 50 Centre Street South, Oshawa, Ontario, L1H 3Z7, 905-436-3311. .