



DISTRICT OF SAANICH

**NOTICE TO SAANICH BUSINESSES
2010 BUSINESS LICENCES**

The Business Licence Bylaw requires that all businesses operating in the District of Saanich be in possession of a valid business licence. This requirement applies to all commercial, industrial, home based and non-resident businesses operating within the municipality.

Renewal notices are mailed at the end of each year to all businesses that were licensed the previous year. Payment may be made online at WWW.SAANICH.CA, by mail or at the Saanich Municipal Hall. **Business licence fees are due and payable on the first business day in January** each year, or the date of application for a new business licence, if later. If you are no longer operating your business please contact the Business Licence Division at 250-475-5401 so that we can update our records. Please check the Business Licence Bylaw for licence categories and fees.

How do I apply for a Commercial, Home Based or Inter-municipal Business Licence?

A Business Licence Application is available online. A copy of the form is also available at the Municipal Hall or can be mailed to you upon request. For further information or fee rates, please contact the Business Licence Division at 250-475-5401. Please read our pages about One Stop Business Registration and BizPal as well at www.saanich.ca.