



Parks
Canada

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BUSINESS LICENSING IN JASPER

HOW TO APPLY FOR A BUSINESS LICENCE

1 Prospective business operator emails jasper.realty@pc.gc.ca with a narrative description of the proposed business. Parks Canada then reviews the application to ensure the type of business and proposed location comply with the Town of Jasper Land Use Regulations.

2 If the proposed business complies with regulations, Parks Canada will request a sub-lease agreement between the proponent and the lessee. Parks Canada will prepare a letter of consent. The fee for this consent is \$98.10. If the owner of the building is applying there is no requirement for a sub-lease.

3 If the proposed business is a discretionary business* as outlined in the Town of Jasper Land Use Regulations, the proponent will go through Parks Canada's Planning and Development Advisory Committee (PDAC) for consideration of their application.

**According to the Town of Jasper Land Use Regulations each zoning district in the Town of Jasper has a list of permitted and discretionary uses. A discretionary use is a use that is not expressly permitted but may be permitted in a specific zone by going through a public consultation process.*

4 If the applicant plans to only operate their business within the town boundary, they will be required to obtain a business licence from the Municipality of Jasper. If the applicant plans to operate their business outside of the town boundary, they will be required to obtain a business licence from Parks Canada. A business operating in both jurisdictions must obtain a business licence from Parks Canada as well as from the Municipality of Jasper.

5 Prior to the issuance of a business licence, the proponent may be required to provide the following documents as stated in the business licence application form:

- Parks Canada Compliance Inspection
- Fire Safety Code Inspection
- Health Inspection
- Certification of Commercial Liability Insurance (with a minimum of \$2 million)
- Certificate of Incorporation, Status or registration of business with the Province
- Workers' Compensation Board (WCB) number

Additional documentation may also be required.

6 Once a business licence application has been submitted and approved by the issuing governing body (Parks Canada and/or Municipality of Jasper) the applicant will pay their business licence fee(s).

VISIT THE BUSINESS LICENSING WEBPAGES FOR MORE INFORMATION

Parks Canada – English: www.parkscanada.gc.ca/jasper-permits French: www.parcscanada.gc.ca/permis-jasper

Municipality of Jasper – www.jasper-alberta.com/2231/Business-Licenses