

## Before you apply:

- Visit [Calgary.ca/mybusiness](https://calgary.ca/mybusiness) to find out more information about starting a business and business 101

## Licence Category Definition:

Excerpt from Business Licence Bylaw 32M98, Section 46:

**Food Service – No Premises** means the business of manufacturing, preparing, storing, serving, selling, or offering for sale any food or food product for human consumption including vitamins and food supplements operated from a mobile business unit, and does not include a Distribution Manager.

Common business activities under this licence category may include:

- Catering truck, fruit stand

## Licence Approvals:

Fees	Land Use	Health	Fire
✓	✓	✓	✓

Note: Fire Inspection is not required for home based businesses

## How to Apply:

- Apply online at <https://apply.calgary.ca> using a **personal** myID account.
- Visit our Planning Services Centre, located: 3<sup>rd</sup> Floor, 800 MacLeod Trail, S.E. (Monday to Friday, 8AM – 4:30PM)

**Note:** You can book an appointment prior to coming in. [Click here](#) to book your appointment.

## Fees:

All fees are non-refundable and must be paid at the time of application for a business licence. Business licence fees are adjusted annually and vary depending on licence type and location. A schedule of current business licence fees can be obtained online at [Calgary.ca/mybusiness](https://calgary.ca/mybusiness) or by contacting the Planning Services Centre at 403-268-5311.

## Land Use (Planning Approval):

This business requires municipal planning approval. Allowable uses are governed by The Calgary Land Use Bylaw and differ in every land use district. The Bylaw, all land use districts, and their respective allowable uses can be viewed online at [calgary.ca/landusebylaw](https://calgary.ca/landusebylaw).

- [Home-Based Business Information](#)
- [Commercial-Based Businesses Information](#)

The Land Use (Planning Approval) process time varies and, in some cases (depending on the proposed business activities, the previous tenant and previous approvals), can take up to two months or more. Due to potentially long turnaround times, it is advisable that applications for Land Use Approval are submitted well in advance.

## Health Inspection:

- This type of business requires approval from Alberta Health Services (AHS) before issuance of the business licence.

## How to book?

Once you have made an application for a business licence, you must call AHS 403-943-2288 to book a health

inspection. If AHS grants approval following the inspection, they will provide a report to the potential licensee. This report must be emailed directly to our Licence Team at: [businessregistry@calgary.ca](mailto:businessregistry@calgary.ca).

## Fire Inspection:

All businesses that operate from a **commercial location** must have an approved business licence fire inspection from the Calgary Fire Department. Inspections can only take place once the business is deemed "ready for business", which means:

- Applicants must be in possession of the space/site
- The business must be ready to serve customers (e.g. shelves are stocked and fixtures are in place)

## How to book?

To book a fire inspection, call 311. It may take up to five business days for an inspector to visit the space, therefore call one week prior to being "ready for business". The Fire Department will notify Planning & Development of the results. The licence fire inspection is separate from any fire inspection(s) completed as part of a related building permit application.

## Additional Information:

- A **Food Service - No Premises** must not carry on business on private property without obtaining the prior written consent of the property owner.
- A **Food Service - No Premises** may only carry on business in the downtown between 7:00 am and 3:00 am.
- Alberta Health Services requires that the storing/preparing/manufacturing of food and cleaning/sanitizing of equipment must be performed at a licensed Food Service establishment. The establishment **does not** have to be owned and operated by the Food Service - No Premises licensee.
- Vendors in **all major parks and all other public property outside downtown** will only be permitted to operate as part of a major festival or event. The City of Calgary has no comprehensive Mobile Vendor Program in place for the provision of food/merchandise sales or other similar commercial activities in these areas. Prospective vendors must first contact the festival organizers directly to obtain permission to take part in an event on public property. To book public park space for an event or make inquiries on events, call 3-1-1.
- Mobile vendors with more than one unit or location must be licensed separately for each unit or each location.
- Mobile vendors located on **downtown public sidewalks** may be licensed as a **Pushcart Vendor** depending on the size of the pushcart. See the [Pushcart Vendor Information Sheet](#) for details.
- Food Trucks operating on City streets may be licensed as a Full Service Food Vehicle, if all criteria is met. See the [Full Service Food Vehicle Information Sheet](#) for details.
- Large vehicles must be stored in an approved location under the Land Use Bylaw. The location is usually an approved commercial or industrial location and in the winter months an indoor location is recommended to prevent freezing and damage to the vehicle. Parking large vehicles in residential areas is generally unfavourable to surrounding residents and is rarely approved by the Development Authority. However, if a business operates at a residence, they can apply for a Home Occupation – Class 2 development permit. When rendering a decision, the Development Authority takes into consideration the size of the vehicle, potential odour and noise created by the business activity.