



This template or guide is provided by DUKE Heights BIA and is free for its members to copy and use. The information contained is for educational and informational purposes only and is made available as a self-help tool. It is not intended as a substitute for professional advice. DUKE Heights BIA assumes no responsibility or liability for any errors or omissions in the content of this document, or in its utilization.





Business Licensing

A business license grants businesses the right to operate within a country, province or municipality. Without proper licensing, businesses may be fined or in some case even shut down. A business may be required to have not just one but several licenses. Below is a summary of some of the basic permits and license you may be required to obtain.

License	Description	Application Form
Food Handler Certification	Obtained if you plan to serve beverages or food	https://secure.toronto.ca/webapps/foodhandlers/
Produce License	Obtained to import fresh fruit and vegetables into the country	https://www.inspection.gc.ca/about-the-cfia/my-cfia/eng/1482204298243/1482204318353
Liquor Sales License	To sell and serve alcohol in Ontario	https://www.iagco.agco.ca/prod/pub/en/login.aspx
Municipal Clearance for Liquor License (Municipal Information Form)	To sell and serve alcohol in Toronto	https://www.toronto.ca/wp-content/uploads/2017/11/98b8-Municipal-Liquor-Licence-Clearance-form.pdf
Public Health Inspection (DineSafe)	All restaurants in Toronto must undergo food safety inspections.	https://www.toronto.ca/community-people/health-wellness-care/health-programs-advice/food-safety/dinesafe/
Boulevard Café Permit	Obtained by restaurants and cafes to operate an outdoor patio on the sidewalk in Toronto	https://www.toronto.ca/services-payments/permits-licences-bylaws/sidewalk-cafe/
Canada Customs Coding Form	Retail Stores must document any imported goods for commercial use.	https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b3-3.pdf
Canada Customs Invoice	Stores must properly invoice any imported goods	https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/ci1.pdf
Import Control Permit	If you are importing agriculture products, firearms, weapons, textiles and clothing or steel, you need an additional permit.	https://www.international.gc.ca/controls-controles/assets/pdfs/forms/documents/EXT1466.pdf



Fish Import License

Obtain this license if you plan to import fish or fish products

<https://www.inspection.gc.ca/about-the-cfia/my-cfia/eng/1482204298243/1482204318353>

Export Declaration

You must declare any goods that are exported from the country.

<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b13a.pdf>

Export Permit

Export Permit is needed to export goods such as: military and strategic goods, firearms, softwood lumber, logs, sugar and products containing sugar, peanut butter, goods originating in the U.S. and technology

https://www.excol-ceed.gc.ca/Main-Principal/Home_Accueil.aspx