



Application for a Business Holiday Opening Exemption

Please read the entire application and instructions

1. Your retail business may already be able to open on Victoria Day, Canada Day, Labour Day and Thanksgiving Day in Stratford under the exemptions in By-law 84-90 and By-law 149-92, or the *Retail Business Holidays Act*. Please refer to these By-laws and your legal counsel to determine if the exemption applies to your retail business. If it does not, you may apply for an individual retail business exemption from the City of Stratford.
2. A completed application form must be returned to the City Clerk's Office along with the application fee (non-refundable). This fee is authorized in the Fees and Charges By-law.
3. The Public Meeting is held at least 30 days after the notice is published in the newspaper. At the Public Meeting, Council will hear the application and comments from the public regarding granting a possible exemption to allow the store to open on holidays.

Before considering an exemption, the *Retail Business Holidays Act* requires Council to take the following into account:

- a) the principle that holidays should be maintained as common pause days;
 - b) that the tourism criteria set out in the Regulations to the *Retail Business Holidays Act* are complied with;
 - c) that Council is not required to grant the exemption even if the tourism criteria is met.
4. Council will not make a decision at the Public Meeting. The applications and comments made at the Public Meeting will be considered at a Committee meeting at which time a recommendation could be made. That recommendation is then forwarded to the next Regular Council meeting for Council to make a decision and the by-law exemption. If the by-law is adopted by Council, it may be appealed by a member of the public to the Ontario Municipal Board within 30 days from the date of giving notice.
 5. When the appeal period expires and if there have been no appeals, the by-law exemption will then be in effect.
 6. If appeals have been lodged with the Ontario Municipal Board, a hearing will be set by the Board. The Board's Decision is Final.



City of Stratford
Retail Business Holidays Act

Application for a Business Holidays Opening Exemption

Pursuant to section 4(4) of the *Retail Business Holidays Act, R.S.O. 1990, c.R.30* as amended and Ontario Regulations,

I/We submit an application to the Council of The Corporation of the City of Stratford for an exemption to allow the following business to open for business on a holiday during Stratford's designated tourism season.

To be completed by the Applicant:

1. Name of Applicant: _____

Address: _____

Telephone: _____

Email: _____

2. Name of Retail Business Establishment: _____

Address: _____

Telephone: _____

3. Description of the retail business establishment for which an exemption is sought:

4. State the justification for the exemption request:

5. Provide Study/Information establishing that the exemption requested will comply with the relevant criteria under the Act and Regulation. Elaborate on responses requested in this Application. The Study/Information should describe who prepared the study, methodology employed, the relevant facts, reasons for conclusions drawn and describe how passing of a tourism exemption By-law will contribute to the maintenance or development of tourism in Stratford. Provide any other information to establish that the requirements of Stratford By-law 149-92 are met. The City of Stratford may require such further information as it deems necessary in order to consider this application.

6. Where the application involves a retail business establishment, that on days other than holidays normally, uses a total area of 2,400 square feet or more for serving the public or normally has 4 or more employees serving the public, describe the goods and services provided primarily to tourists:

I, _____ of the _____ of

_____, hereby confirm that the above statements contained herein are true.

X _____
Name of Applicant -
Title -

Once completed, please submit this application form, the application fee and required information to the City Clerk's Office, City Hall, P.O. Box 818, Stratford ON N5A 6W1, Attention: City Clerk. Questions – call 519-271-0250 ext 5237.

Personal information required on this application is collected for the purpose of the administration of the appropriate exemption by-laws of The Corporation of the City of Stratford and is collected under the authority of the *Retail Business Holidays Act*. The personal information required on the application will be used for the processing of this application and for the administration and enforcement of this exemption. The name, business name, business address and the exemption status will be made available to the public. Questions about the collection should be forwarded to the City Clerk at Stratford City Hall, P.O. Box 818, Stratford ON N5A 6W1, 519-271-0250 ext 5329.