

Carleton Grant, Executive Director
Municipal Licensing and Standards

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Motorized Refreshment Vehicle Owner (V15) **Supporting Documents Checklist**

Please select which documents you will be submitting as part of your application:

- ☐ **Please provide proof** of \$1,000,000 insurance Personal Liability & Property Damage (PL/PD) insurance. The completed Certificate of Insurance must be signed and stamped by the [insurer](#).
- ☐ **If you are leasing the vehicle**, please provide a lease contract.
- ☐ **If you applying under a sole proprietorship**, please provide the following:
 - A valid G Class Photo Drivers Licence,
 - A copy of the applicant's driving record abstract. This should include a three year (or more) driving history recorded by the [Ministry of Transportation](#). This record should be less than 30 days old.
- ☐ **If you are applying under a corporation**, ensure you have a [licenced Refreshment Vehicle Driver](#).
- ☐ **If your vehicle uses propane**, please submit proof of inspection by a [Technical Standards and Safety Association \(TSSA\)](#) certified technician. Some certified technicians are listed on the TSSA site.

Client Name: _____

Client Signature: _____

Date: _____