

# Application For a Licence to Operate a Meat Plant

under the *Food Safety and Quality Act*,  
2001 and its Regulations

**Note:**

- Complete all sections. Please note, incomplete applications will not be processed.
- Application Fee - The fee for a new applicant is \$300.00 (three hundred dollars).

Fields marked with an asterisk (\*) are mandatory.

**Type of Application \***

<input type="checkbox"/> New	<input type="checkbox"/> Revision	► Reason *	Plant Number (9999) (if applicable)
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## 1. Applicant Information

Legal Business Name (the licence will be issued under the legal business name) \*

Carrying on Business as

Premises Identification Number (if applicable)

If you meet one of the following exemptions, a CRA Business Number is not required:

☐ **CRA Business Number Exemption**

(My business has no employees and/or it earns under \$30,000 in gross revenue. Therefore, I confirm I am not legally required to obtain a CRA business number under the *Income Tax Act* (Canada).)

☐ **Religious Exemption**

(I confirm although I am legally required to obtain a CRA business number under the *Income Tax Act* (Canada), I have not obtained one because I have a sincerely held belief that doing so would be or is contrary to my religion, belief or conscience.)

CRA Business Number (9-digit) \*

Last Name of Authorized Operator (Operator means the person who has the responsibility for and has control over the operation of a meat plant) \*

First Name of Authorized Operator \*

Title of Authorized Operator

## 2. Plant Information

### Contact Information

Last Name *	First Name *	Middle Initial
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Title

Telephone Number *	ext.	Email Address
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Physical Address of Meat Plant (911 address)

Unit Number	Street Number *	Street Name *	PO Box
Fire Number			911 Number
City/Town			Province * Postal Code *

Mailing Address of Meat Plant

☐ Check if same as Physical Address of Meat Plant

Unit Number	Street Number *	Street Name *	PO Box
Fire Number			911 Number
City/Town *			Province * Postal Code *

3. Business Structure Information

**Note:** Under O. Reg. 31/05: Meat, paragraph 6 (1) (b) requires that an application for the issuance or renewal of a licence to operate a meat plant must include a list of the names of all persons, including corporations, that are operators of the plant. “Operator” means a person who has responsibility for and has control over the operation of a meat plant. Additionally, if you are applying as a corporation, you must submit a copy of the “Articles of Incorporation” to OMAFRA along with your application. Paragraph 6 (1) (d) requires that an applicant provide any additional information and documents that the director requires for the purpose of determining whether the application meets the requirements of the *Food Safety and Quality Act, 2001* and its regulations.

Please indicate which of the following will be Operators of the plant for which the licence is being applied for: \*  
(Please select one (1) option)

- ☐ The business is owned and operated by an **Individual/Sole Proprietor** (list individual below)
- ☐ The business is owned and operated by a **Partnership** (list all legal partners below)
- ☐ The business is operated by a **Corporation** (attach a copy of the “Articles of Incorporation” with your application. List all Officers, Directors, and Shareholders)
- ☐ The business is another legal entity (specify what type of entity) \_\_\_\_\_

Provide the names and titles of all Owners, Legal Partners, Officers, Directors, or Shareholders you have indicated above and that of any other person who will have the authority to act as an Operator at the plant. \*

First and Last Name *	Title *

4. Application Fee

The fee for a new applicant is \$300.00 (three hundred dollars). Attach a cheque for this fee to this completed application. Cheques should be made payable to the Minister of Finance.

5. Declaration

Except under the conditions listed in section 10 of the Ontario Regulation 31/05 of the *Food Safety and Quality Act, 2001* ("O. Reg. 31/05"); a licence to operate a meat plant is not transferable. Subsection 6 (2) of O. Reg. 31/05 requires that a separate application be submitted for each location at which the person intends to operate a meat plant and that a person must hold a separate licence for each location at which they operate a meat plant.

I undertake to furnish the Director appointed under the Act, details of any changes in the information provided in writing within 10 days of the change. In submitting this application, I am declaring that I have read and understood the requirements of the *Food Safety and Quality Act, 2001* and its regulations and that I am committed to operating the meat plant in a manner that meets the requirements of the *Food Safety and Quality Act, 2001* and its regulations.

I understand and agree the Government of Ontario may verify any information provided herein to ensure it is correct and accurate. I further understand and agree the Government of Ontario may use any information provided herein for other purposes, such as auditing, verifying other information I have provided to the Government of Ontario and the collection of any debts I may owe to the Government of Ontario.

☐ I certify that the information submitted in this application is true and correct to the best of my knowledge. \*

Name of Authorized Operator (First and Last Name) *	Title	Date (yyyy/mm/dd) *

Any personal information and all supporting documents required for this application are collected for and will be used to verify eligibility for a licence to operate a meat plant. Completed applications and questions about the collection of information and documents should be directed to: The Director appointed under the *Food Safety and Quality Act, 2001*, Meat Inspection Program, Ontario Ministry of Agriculture, Food and Rural Affairs, 1 Stone Road West, 5 North West, Guelph ON N1G 4Y2, 1-877-424-1300, Email: [ag.info.omafra@ontario.ca](mailto:ag.info.omafra@ontario.ca).

**For mail submission, send completed form and support documents to:** *The Director appointed under the Food Safety and Quality Act, 2001*, Ministry of Agriculture, Food and Rural Affairs, Meat Inspection Program, 1 Stone Road West, 5 North West, Guelph ON N1G 4Y2.