



CITY OF YELLOWKNIFE

BUSINESS LICENCE FEE WAIVER FAQ

1. Which businesses can apply to waive their business licence fee?

Businesses must meet the below criteria to be eligible for the business licence fee waiver.

1. Business must have thirty (30) employees or less.
2. Business must be located within the City of Yellowknife, have a valid business licence, and operate in accordance with applicable By-laws and permits.
3. Eligible businesses must operate in one of the following qualifying industries:
 - Food and Retail Services;
 - Hospitality and Tourism;
 - Arts, Culture and Entertainment;
 - Home-based businesses;
 - Personal care services (including registered medical practitioners); and,
 - Recreation.
4. Franchises must be independently owned and operated.
5. Businesses must be open/operating as of the date of the application. New businesses are ineligible for the business licence fee waiver.
6. Businesses must apply for the fee waiver during the month that their renewal is due.
7. Businesses must be in good financial standing with the City (municipal taxes, fees and charges, etc.)

2. How can I apply to waive my business licence fee?

You can apply online at www.yellowknife.ca/apply or in person at City Hall's front desk.

3. When can I apply for the business licence fee waiver?

Businesses must apply for the business licence fee waiver during the month of their business licence renewal.

Example #1: We cannot waive a business licence fee if you apply for the waiver in January 2024, but your business licence does not renew until April 2024.

4. I have already renewed my business licence for this year. Can I still apply?

Yes. Eligible businesses can apply to waive their business licence fee. If you have already paid your business licence renewal fee and are approved for the waiver, the City will be able to process a refund for you.



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5. I already receive funds from another City program. Am I still eligible to apply?

Yes. The Business Licence Waiver does not affect your application for other City grants or programs.

6. Can I submit applications for more than one business?

Yes. All businesses that require a business licence with the City of Yellowknife can apply, as long as the meet the eligibility criteria.

7. Can I apply after October 31, 2024?

No. The fee waiver program closes at 11:59 p.m. on October 31, 2024. No applications will be accepted after this date.

8. How will I be informed of the status of my application?

After you apply, the City will review your application and ensure your business is in good standing and meets the required criteria. Once a decision has been made you will receive notice via email if your application has been approved, and next steps.

Due to the influx of applications since renewing the program, please allow 7 to 14 business days for a decision to be made.

9. I have further questions about the Business Licence Fee Waiver and would like to contact someone directly at the City.

For more information please email ecd@yellowknife.ca or call 867-669-3424.