



THE GOVERNMENT OF THE BAHAMAS
BUILDING CONTROLS DIVISION

BUSINESS LICENCE REQUIREMENTS



The role of the Buildings Control Division

The Building Control Office upon receipt of notice within 48 hours, exclusive of Saturdays, Sundays and declared Public Holidays from the Builder, shall make the following inspections and either:

- i. approve the portion of works completed or
- ii. shall notify the Builder/Owner in writing where such work does not meet with his/her approval.

Documents Required for Business Licence Applications

New Buildings:

- i. Occupancy Certificate must be granted and area must be zoned for commercial purposes.

Existing Structures for Shop/Liquor Licence:

- i. All means of egress shall be in accordance with the Bahamas Building Code and Persons with Disabilities Act.
- ii. Installation of battery powered exit sign/s and emergency lights above all exit doors must be checked and kept in good working condition at all times.
- iii. Installation of battery powered smoke detectors must be checked and kept in good working condition at all times.
- iv. Installation of portable fire extinguisher in general gathering areas must be checked semi-annually and kept in good working condition at all times.
- v. Provide panic hardware exit door(s) to all primary means of exit.
- vi. The overall aesthetic of the building must be in good condition and meet the approval of the Building Inspector.
- vii. Buildings requiring change of use must obtain a building permit showing layout of interior equipment, floor, location and site plans along with electrical and plumbing riser diagrams where applicable.

Restaurant and Bakery Establishments:

- i. New restaurant establishments must be equipped with disabled facilities.
- ii. Floor drainage and grease traps must be installed and in good working condition.
- iii. Electrical outlets must be within 3 feet from the Ground Fault Circuit Interrupter (GFCI).
- iv. Installations of an automatic fire extinguishing system in metal hoods above commercial cooking appliances shall be installed by person(s) approved and

certified by the Ministry of Public Works and inspected by the Volatile and Fire Protection sections of the Buildings Control Division of the Ministry.

- v. Ceramic wall tiles must be installed to areas around commercial or domestic cooking appliances.

Contact Us

Further information can be obtained by contacting our office at telephone: 1(242) 302- 9550/1, or via Fax: 1 (242) 302-9765

Or you can contact us by email:

Or you can write to:

Craig Delancy
Building Control Division, Ministry of Public Works
P. O. Box N 8156
Nassau Bahamas

Or visit our website:

Our Location & Business hours

Ministry of Public Works, John F. Kennedy Drive

Monday through Friday 8:30 a.m. to 5:00 p.m.