## Village of Valemount Business Façade Improvement

## 2023 Application Form

|  |  |
| --- | --- |
| Applicant Name: |       |
| Property Owner Name (if different from applicant): |       |
| Business Name:  |       |
| Business Address: |       |
| Mailing Address: |       |
| Phone Number: |       | Email: |       |
| Zoning Designation:  |       | OCP Designation: |       |

Detailed Description of the project (use a separate page if necessary):

Project Start Date:

Anticipated Completion Date:

**Required Attachments:**

[ ] Drawings/Project Design

[ ] High Resolution Before Photographs

[ ] Completed Budget Form

[ ] Quotes

[ ] State of Title Certificate

[ ] Letter of authorization from Property Owner (if Applicable)

[ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Note:** Once complete, applications will be reviewed by the project review committee made up of 3 Village staff members for final funding decisions. Please consult with the Village of Valemount prior to submitting an application. Submission of an application does not guarantee funding or specific amount requested. Please consult and review Business Façade Improvement Design Guidelines and the Business Façade Improvement Program Funding Guidelines prior to submission of application. Applications will be accepted on a first serve basis until all funding has been allocated***.***

***By signing this document you are verifying that all information is complete and true.***

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

|  |  |  |  |
| --- | --- | --- | --- |
| OFFICE USE |  |  |  |
| Application Received by:  |  | Date: |  |
| Approved on: |  | Declined on:Reason: |  |

**Business Façade Improvement Program**

**Terms and Conditions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I,  |       | of |        | Located at |
|  | (Applicant) |  | (Business / Building) |  |
|  |       |  |
|  | Physical Address |  |

|  |
| --- |
| * Have read the complete application and concur with and give my consent to the work proposed in the application.
 |
| * Assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections, and hiring of contractors as necessary.
 |
| * Will supply high resolution before and after photographs and allow the Village of Valemount to use these photographs of the project and testimonials for the purpose of promoting this program in the future.
 |
| * Agree not to involve the Village of Valemount or the Façade Improvement Program in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the Façade Improvement Project.
 |
| * Give my consent to the Village of Valemount to make all inspections necessary to confirm that the approved plans are implemented in accordance with the expected standards
 |
| Payment of approved grants will be made upon the applicant providing the municipality with a completed Final Reporting template and all required documentation.  |
| Signature |  | Date |       |

**Business Façade Improvement Program**

**Project Budget Form**

|  |  |
| --- | --- |
| Applicant Name |       |
| Business Name |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Description | Cost (excluding GST) | Quote Attached |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
|       |       | $      | [ ]  |
| TOTAL PROJECT COST | $      |
| TOTAL ELIGIBLE GRANT (***to be completed by Village***) | $ |