



## Storefront Improvement Incentive Program

### APPLICATION FORM

#### APPLICANT INFORMATION

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

Applicant Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

Applicant is the:      Property Owner      Tenant (Please Circle)

If applicant is the tenant of the property, please provide contact information for the property owner below:

Property Owner Name: \_\_\_\_\_

#### PROJECT TIMELINES

Proposed start date of construction (month/year):

Proposed end date of construction ( month/year):

#### FUNDING REQUESTED

Total Estimated Cost of Improvements: \$ \_\_\_\_\_

Please attach a detailed budget including cost breakdown.

Amount of Funding Requested: \$ \_\_\_\_\_

50% of construction costs up to a maximum of \$5,000

## **PROJECT DESCRIPTION**

Description of Proposed Improvements:

(Provide further information in an attached document if required)

## **ADDITIONAL INFORMATION**

Attached please include:

- Photographs of the storefront prior to improvements (JPEG or PNG form)
- Drawings, plans, etc. of any proposed improvement elements
- Quotes or Estimates
- Proof of insurance

## APPLICANT DECLARATION

I/We hereby apply for a reimbursement incentive under the Storefront Improvement Incentive Program.

I/We hereby certify that the information contained in this application is true, correct and complete in every respect and may be verified by the Town of Neepawa by such inquiry as it deems appropriate, including inspection of the property for which this application is being made.

I/We hereby grant permission to the Town of Neepawa, and its agents, to inspect the subject property prior to, during, and after project construction.

I/We hereby agree that this application is subject to approval by a Review Committee comprised of members of the Town of Neepawa Council. Applications are subject to available funding. The Town of Neepawa reserves the right to deny or refuse any application, or to discontinue funding at any time.

I/We have reviewed and agree to comply with all requirements and conditions of the Storefront Improvement Incentive Program.

I/We understand that the incentive can be cancelled if the work is not completed as agreed, if I/we fail to comply with any condition of the program, or with any requirement or condition of the program including timely compliance with all applicable codes, requirements, and permits as necessary.

The personal information on this form will be used solely for the administration of this program. Questions regarding this collection should be directed to the Town of Neepawa.

If an incentive is awarded I/we consent to media publicity to profile the business and the funding provided by the Town of Neepawa. This consent shall be valid for five years from the date an incentive is awarded.

If any information provided by or on behalf of the applicant is or subsequently becomes untrue, incorrect and/or incomplete, the Town of Neepawa may immediately cancel the incentive.

I/We shall at all times indemnify and save the Town of Neepawa, its employees and agents, from and against any and all manner of claims, losses, costs, charges, actions and other proceedings whatsoever made or brought against, suffered by, or imposed upon any person or property directly or indirectly arising out of, resulting from or sustained as a result of the work associated with Storefront Improvement Incentive Program.

I/We hereby agree that all incentives will be calculated and awarded at the sole discretion of the Review Committee. Notwithstanding any representation by or on behalf of the Town of Neepawa, or any statement contained in the program, no right to any incentive arises until it has been duly authorized, subject to the applicant meeting the terms and conditions of the Storefront Improvement Incentive Program and any Agreement. The Town of Neepawa is not responsible for any costs incurred by the owner/applicant in any way relating to any program, including, without limitation, costs incurred in anticipation of an incentive.

Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

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

Name of Property Owner: \_\_\_\_\_

(if different than above)

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

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