

Business Façade Improvement Program

Grant Application

Village of Keremeos

**Applicant Information**

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

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Building Address: \_\_\_\_\_

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the owners stating that you are permitted to make these changes.

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

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Project Description**

Describe the proposed project – Please attach any extra sheets, photos, designs, samples, etc. Describe the work to be done and materials to be used and note how this relates to the Design Guidelines.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Business Façade Improvement Guidelines

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Planned Start Date: \_\_\_\_\_

Planned Completion Date: \_\_\_\_\_

Total Project Costs  
(estimated): \_\_\_\_\_

Funding Amount Requested: \_\_\_\_\_

Applicant Checklist

Attach to Application

\_\_\_\_\_ Property taxes paid

\_\_\_\_\_ Photos of existing conditions (before)

\_\_\_\_\_ License fees paid

\_\_\_\_\_ Detailed specifications

\_\_\_\_\_ Required permit applications complete

\_\_\_\_\_ Contractor's cost estimates

\_\_\_\_\_ Building owner authorization

\_\_\_\_\_ Drawings/designs

\_\_\_\_\_ Material and colour samples

\_\_\_\_\_ Signed Terms and Conditions

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Note:** The Personal Information on this form is collected under the authority of the Local Government Act and Community Charter for the purpose of processing this application, and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection should be directed to the Village of Keremeos Office, phone 250-499-2711.

Business Façade Improvement Program

Terms and Conditions

I, \_\_\_\_\_ of \_\_\_\_\_  
(Applicant) (Business/Building)

have read the complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections, and hiring of contractors as necessary.

I will allow the Village of Keremeos to use before and after pictures of the project and testimonials for the purpose of promotion this program in the future.

I agree not to involve the Village of Keremeos 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.

I give my consent to the Village of Keremeos 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 proof of final completion of proposed improvements along with verification of expenditures and proof of final inspection (when required).

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

**OFFICE USE**

Application

Received by: \_\_\_\_\_ Date \_\_\_\_\_