

BUSINESS BUILDING REVITALIZATION PROGRAM Application Form
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PART A: DESIGN PHASE

APPLICANT INFORMATION			
Date:			
Applicant name:		Contact person:	
Mailing address:			
Telephone number:		Fax:	
Email address:			
<i>Applicant is the:</i>	Property owner <input type="checkbox"/>	Agent of the property owner <input type="checkbox"/>	
Property owner name:		Contact person:	
Mailing address:			
Telephone number:		Fax:	
Email address:			
PROJECT DESCRIPTION			
Street address:			
Legal description:			
Corner property:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Number of storeys:			
Current use: (Retail – Restaurant – Office – Other Commercial – Residential – Other)			
Attached copies of estimates: Yes <input type="checkbox"/> No <input type="checkbox"/>			

PART B: FUNDING PHASE

FUNDING REQUESTED	
Total cost of improvements:	\$
Amount of grant: or	\$
Amount of interest of loan	\$
PROJECT TIMELINES	
Proposed construction start date:	
Proposed completion date:	

APPLICANT DECLARATION	
<p>I understand that my submission of an application does not constitute a guarantee for funding under the Business Building Revitalization Program. I certify that all information is true and accurate to the best of my knowledge, and if approved, work will be completed in accordance with terms and conditions of the Performance Agreement entered into with the Town.</p>	
<p>_____</p> <p>Applicant Signature</p>	<p>_____</p> <p>Date</p>
<p>_____</p> <p>Name (please print)</p>	

AUTHORIZATION FOR AGENT OF THE PROPERTY OWNER
(complete only if Applicant is not the registered Property Owner)

I/We, _____ the owner of the subject property hereby authorize
_____ to act on my behalf with respect to the application.

Signature of Property Owner

Date

FOR OFFICE USE ONLY

Date Received:

Application complete: Yes ☐ No ☐ Details:

Date of application review:

Decision: Approve ☐ Approve with conditions ☐ Refuse ☐

Amount of grant:

*The application must adhere to the criteria and design guidelines as laid out in the Business Building Revitalization Policy.

If you have any further questions about completing this application, or to submit a completed application form, please contact the Administration Department by phone at **780-657-3395** or by e-mail at info@townoftwohills.com

Completed applications forms can also be mailed to:

Business Building Revitalization Program
Town of Two Hills
Box 630
Two Hills, Alberta T0B 4K0

Personal information collected in this application form is confidential & collected for the purpose of administering the Façade & Storefront Improvement Program and to maintain communications as considered necessary. Please note, that the name & location of the buildings and Business Building Revitalization designs may be released to various organizations, the media & the public, insofar that the building received a grant under the Façade & Storefront Improvement Program.