

Personal Information you provide on this form is collected under the authority of the Community Charter/Local Government Act and will be used only for purposes related to your application for a Business Façade grant. Questions about the collection of your personal information may be referred to the Director of Corporate and Financial Services, Kari Bolton, at (250) 992-2111.

Applicant Information

Applicant Name: _____

Mailing Address: _____ Postal Code: _____

Building Address: _____ Postal Code: _____

Phone: _____ E-mail: _____

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 allowed to make these changes to the building.

Owners' Name: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ E-mail: _____

Project Description

Describe the proposed project:
Include work to be done, materials and how this relates to the Development Permit Area Guidelines. Attach any extra sheets, photo designs, samples, etc.

Describe the proposed project time line:

Planned start date: _____ Planned completion date: _____



Project Description - Continued...

Project Cost Components:

Include costs of ENTIRE project including non-funded aspects and any aspect of the project which is funded by another agency/organization. Attach pages as necessary.

Component	Cost
Total Estimated Cost	\$

Application Checklists

All of the following items are required in order to comprise a complete application. Incomplete applications will not be accepted.

- License fees paid
- No outstanding building permits or development conditions
- Building owner authorization
- Photos of existing conditions
- Drawings/Designs (enough detail required in order to assess and score impact of the improvement)
- Estimates from contractor attached

Terms and Conditions

I, _____, of _____ 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 drawing(s), building permits and inspections, and hiring of contractors as necessary.

I will allow the City of Quesnel and Northern Development Initiative Trust to use photos before and/or after pictures of the project and testimonials for the purpose of promoting this program in the future.

I agree not to involve the City of Quesnel or the Business 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 City and Development Services Staff to make all inspections necessary to confirm that the approved plans are implemented in accordance with expected standards.

Payment of approved grants will be made upon the applicant providing Development Services Department proof of final completion of the proposed improvements along with verification of expenditures and proof of final inspection (when required).

Signature: _____ Print Name: _____

Date: _____

Office Only

Application received by: _____ Date/time: _____