



Mackenzie Business Façade Improvement Program: Grant Application

Applicant Information

Applicant Name: _____

Mailing Address: _____

Postal Code: _____ Phone #: _____

Building Address: _____

Email: _____

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.

Owner's Name: _____

Address: _____

Postal Code: _____ Phone #: _____

Project Description

1. **Describe the proposed project:** (attach any extra sheets, photos, designs, samples, etc.)

2. **Proposed Start Date:** _____

3. **Planned Completion Date:** _____

4. **Estimated Total Project Cost:** _____



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Budget

Project Cost Components (Estimates):

	Labour	Materials
Design	\$	\$
Mechanical	\$	\$
Electrical	\$	\$
Structural	\$	\$
Other	\$	\$

Checklist & Attachments

Applicant Checklist:

- Property Taxes Paid
- Utility Taxes Paid
- License Fees Paid
- Required Permit Applications Completed
- Building Owner Authorization

Attach to Application:

- Drawings
- Material and Colour Samples
- Photos of Existing Conditions
- Detailed Specifications and Associated Costs
- Cost Estimates from Contractors

For Office Use

Date Received: _____

Received By: _____ Signature: _____



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Terms and Conditions

I, _____, of _____ have read the complete
(Applicant) (Business/Building)
application and guidelines package and concur with and give my consent to the work proposed in the application.

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

I agree not to involve the District of Mackenzie or the Business Façade Improvement Program Sponsor 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 District to make all inspections necessary to confirm that the approved plans are implements in accordance with expected standards.

I agree to allow the District of Mackenzie to use before and after photos of the project for the purpose of promoting the program.

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

Signature: _____ Date: _____

Application received by: _____ Date: _____