



**APPLICATION FOR FINANCIAL ASSISTANCE
UNDER THE HEARST DOWNTOWN – HIGHWAY 11/
FRONT STREET CORRIDOR
COMMUNITY IMPROVEMENT PROGRAMS**

1. Assistance is requested for the following (use separate application form for each type of program assistance requested):

- Planning, Design and Architectural Grant (lesser of maximum 50% or \$500)
- Building Façade Improvement Grant (lesser of maximum 50% or \$15,000)
- Signage Grant (lesser of maximum 50% or \$2,000)
- Parking Area Improvement Grant (lesser of maximum 50% or \$5,000)
- Building Rehabilitation Loan (lesser of maximum 50% or \$15,000)
- Building/Property Improvement Rebate Grant (tax increment rebate)

2. Applicant: Tenant/Lessee or Owner of property or Agent of Owner of property

Name

Business Name

Mailing Address

Town/City

Province

Postal Code

Telephone

Facsimile

Email

If applicant is not owner of property, completed authorizations to make this application and to conduct the work must be attached.

3. This application applies to the following property:

Civic address

PIN or parcel

Lot/Part/Block

Plan

4. Registered Property Owner (other than applicant):

Name

Name

Business Name

Mailing Address

Town/City

Province

Postal Code

Telephone

Facsimile

Email

5. Principal contact for this project and application:

Name

Business Name

Telephone

Facsimile

Email

6. Is this property in tax arrears? Yes No

7. Are there arrears for public utilities such as electricity, water? Yes No

8. Is this property fully insured? Yes No

Attach proof of insurance.

9. Are there any orders or liens against the property? Yes No

If the answer is "yes", identify the orders or liens:

10. Is any part of this property occupied as a residence(s)? Yes No

11. Will the work that is contemplated affect the residential occupants? Yes No

17. Permits that may be required to carry out the proposed work:

- ESA Building Permit Demolition Permit Sign Permit
 Road and Sidewalk Occupation Permit Sidewalk Encroachment Permit
 Permit to Alter Grade, Place Fill Other _____

18. Estimated project costs:

ITEM	AMOUNT
Consultant fees (e.g. design, etc.)	
Materials (if separate)	
Equipment (e.g. rental costs if separate)	
Contractor charges	
Permit fees	
Other, specify _____	
TOTAL ESTIMATED COSTS =	

A minimum of two (2) quotations from contractors must be submitted with this application.

19. Funding sources:

SOURCE	AMOUNT
Town CIP contribution requested	
Applicant	
Owner	
Other private sources	
Other public sources	
TOTAL FINANCING =	
% Town's CIP contribution	

20. Have other sources of financing been confirmed, approved? Yes No

21. Anticipated project timeline:

Start date: _____ Completion date: _____

22. If consultant will be retained, provide name and particulars:

Name Business Name

Telephone Facsimile

Email: _____

23. Contractor(s) selected, if completed:

Name Business Name

Telephone: _____

Name Business Name

Telephone: _____

Name Business Name

Telephone: _____

Attach a separate sheet listing additional contractors if required.

24. The following are appended and form part of this application:

- Proof of ownership of property
- If not Owner, signed authorization for applicant/agent to make application
- If not Owner, signed authorization for applicant/agent to conduct work
- Proof of insurance
- 2 sets of plans, drawings and/or specifications (unless application is for Planning, Design and Architectural Grant)
- 2 quotations from contractors (unless application is for Planning, Design and Architectural Grant)

25. Declaration of Applicant/Owner:

I/We hereby make application to the Corporation of the Town of Hearst for financial assistance under the Hearst Downtown – Highway 11/Front Street Corridor Community Improvement Program to carry out the work specified in this application in accordance with the terms and conditions of the specified incentive program as set out in the Hearst Downtown – Highway 11/Front Street Corridor Community Improvement Plan, which plan was adopted by By-law No. 04-09 of the Council of the Corporation of the Town of Hearst. I/We hereby agree to abide by the concept design guidelines set out in said Plan and the terms and conditions of said incentive program. I/We acknowledge and declare that any financial incentive provided to this project may be reduced or cancelled at the discretion of the Corporation of the Town of Hearst, if the agreed upon work is not completed in accordance the terms and conditions of said incentive program, or if the consultants/contractors/suppliers are not paid, or if the work is stopped for any reason, or if I/we default in any manner in my/our obligations as applicant/owner under said program.

I/We hereby acknowledge and agree that the Corporation of the Town of Hearst shall not be responsible for any costs incurred by me/us in the preparation of this application or for work on this project undertaken and commenced prior to the written approval of said Corporation. I/We hereby authorize the Corporation of the Town of Hearst to provide to subsequent owners and interested parties of the subject property, any studies, plans, drawings and specifications that may be produced for the purposes of this application and intended work, if I/we default in any manner from the terms and conditions of said incentive program and the work is subsequently stopped. I/We covenant and agree to maintain complete insurance coverage, including liability coverage, current on the property subject to this application and shall provide evidence of the same to the Corporation of the Town of Hearst upon request.

I/We hereby certify the information given in this application, including all information provided in support of this application is true, correct and complete in every respect and may be verified by the Corporation of the Town of Hearst at its own discretion. Should any of the information provided herein be or subsequently become untrue, incorrect and/or incomplete, I/we hereby covenant and agree that the Corporation of the Town of Hearst may immediately cancel any financial assistance provided and that full repayment of any monies already advanced shall become due and payable with interest. Any failure of the Corporation of the Town of Hearst to verify the information provided herein is not a waiver of said Corporation's rights to so do. I/We hereby further declare that I/we are not involved in any action or proceeding or pending action or proceeding involving a claim or claims for damages against the Corporation of the Town of Hearst.

Signature of Applicant/Owner

Date

Signature of Owner

Date

For office use only

Roll No.	Date application received
Date review with applicant	Date decision <input type="checkbox"/> Approved <input type="checkbox"/> Refused
Amount approved	Date written confirmation decision sent
Promissory note required <input type="checkbox"/> Yes <input type="checkbox"/> No or other means:	

Notes: