

# SOUTH DUNDAS

Community Improvement Plan


Application





# Community Improvement Plan Application Form

**I am applying for the following program(s) (Check all that apply):**

Program	Criteria		Requested Amount
Façade Grant	50% of eligible costs up to a maximum of \$4,000		
Signage & Awning Grant	50% of eligible costs up to a maximum of \$1,000		
Commercial Improvement Loan	Interest free loan up to a maximum of \$20,000 payable over a 5 (five) year period		

1. Property Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_

3. Applicant (if different than Property Owner): \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone number: \_\_\_\_\_

**\*\*NOTE: If the application is approved for funding, please ensure you contact the Municipality of South Dundas Building Department before starting any work to see if a Building Permit is required.**

4. Please provide a description of the proposed improvements that are to take place. If possible, please include photographs of the existing façade/signage/interior and any proposed designs.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
5. Please provide an itemized breakdown of the costs associated with the proposed improvements to your building. Please provide a justification for each item and cost. If you need more room, please attach additional information.

Item	Reason/Need	Estimated Cost less HST

6. Please provide at least two estimates from contractors for the proposed work (if applicable).

Contractor	Work Estimate less HST(\$)

\*Please note that applicants doing their own work may not request a grant/loan for their own labour.

7. What is the total cost of your commercial building improvements?

Commercial Building Improvement:	Total Cost less HST(\$)
Façade Improvements	
Sign & Awning Improvements	
Commercial Loan Improvements	
Total Combined Improvement Costs (\$):	

### **Please ensure that the following information is submitted:**

- ☐ A completed application form signed by the appropriate parties
- ☐ One copy of the deed/title to the property
- ☐ Designs/drawings of the proposed work/signage
- ☐ Pictures of the current property
- ☐ Any additional information related to financial costs for the proposed improvements

**The following declaration must be completed by the Applicant:**

I/We, \_\_\_\_\_  
of the District of/ Municipality of/ County of: \_\_\_\_\_  
solemnly declare that I/We are authorized to submit this application and that to my knowledge, all of the statements and information that are contained in this application and all of the supporting documents are true, and I make this solemn declaration conscientiously believing that it to be true and complete, and knowing that it is of the same force and effect as if made under oath, by virtue of the 'Canada Evidence Act'.

SWORN/DECLARED at \_\_\_\_\_

This \_\_\_\_\_ of \_\_\_\_\_ 20 \_\_\_\_\_  
(day) (month) (year)

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name(s)

\_\_\_\_\_  
Print Name

## **Owner's Authorization if the Owner is not the Applicant**

If the Property Owner is not the Applicant, the Owner must complete the following:

I/We, \_\_\_\_\_  
of the District of/ Municipality of/ County of: \_\_\_\_\_  
solemnly declare that \_\_\_\_\_  
is authorized to submit this application and that to my knowledge, all of the statements and information that are contained in this application and all of the supporting documents are true, and I make this solemn declaration conscientiously believing that it to be true and complete, and knowing that it is of the same force and effect as if made under oath, by virtue of the 'Canada Evidence Act'.

SWORN/DECLARED at \_\_\_\_\_

This \_\_\_\_\_ of \_\_\_\_\_ 20 \_\_\_\_\_  
(day) (month) (year)

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name(s)

\_\_\_\_\_  
Print Name





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