

FACADE IMPROVEMENT APPLICATION FORM

Applications will be accepted beginning: February 20th , 2020

To be considered for funding please complete the following form and include required information as indicated below.

Once complete please submit to Zach Best, zbest@kentvillebusiness.ca Please ensure your submission conforms to the requirements out-lined in the Downtown Kentville Facade Design Manual found on the KBC website: <https://kentvillebusiness.ca/the-facade-program/>

Name: _____

You are the owner of the building? Yes No

Business Name: _____

* If you are not the owner, please provide a letter of approval from the building owner to undertake the improvements.

Phone: _____

email: _____

Address: _____

Proposed Facade Improvement Description:

In addition to the information above, please check the boxes below and provide accompanying information for the application's evaluation. Evaluations are at the discretion of the Facade improvement committee in conformance with the manual. Once the funds have been depleted the program will be complete for 2020.

Photo of the existing Facade

Drawing showing proposed improvements

Proposed facade colour scheme

Signature of Applicant

Date



FACADE IMPROVEMENT CONTRACTOR QUOTATION

Please provide at least one detailed quote from an HST registered contractor who's primary business is the supply and installation of the improvements you are requesting. The applicant certifies that the cost estimate is consistent with the improvements proposed in the application. Any deviation from an approved application should be confirmed in advance with KBC or the funding to the applicant cannot be guaranteed.

CONTRACTOR #1

Contractor's Name: _____

Business Name: _____

Phone: _____

eMail: _____

Address: _____

HST #: _____

Quotation Amount: _____

CONTRACTOR #2

Contractor's Name: _____

Business Name: _____

Phone: _____

eMail: _____

Address: _____

HST #: _____

Quotation Amount: _____

Any additional quotes should accompany the submission. Do not commission the contractor until you receive approval from KBC. Approval will be provided within 2 weeks of a complete application being submitted.

Construction must begin within 90 days of approval from KBC or funding could be revoked.

The applicant certifies that construction will be completed before October 31st, 2019. Once work is completed, the applicant will pay the contractor in full submitting to KBC a receipt from the contractor. KBC will inspect the work to ensure it was completed according the approved application and will remit within 1 week of final approval.

Signature of Applicant

Date

APPLICATION PROCESS & TIMELINES

