

FACADE IMPROVEMENT APPLICATION FORM

Application Deadline: Kentville Business Community (hereafter known as KBC) will continue to accept applications until December 31st, 2024, or until all 2024 façade program funding has been allocated.

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

Once complete, please submit to info@kentvillebusiness.ca. Please ensure your submission conforms to the requirements as out-lined in the Downtown Kentville Facade Design Manual (<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 to provide accompanying information for the application's evaluation. Evaluations are at the discretion of the Facade Improvement Committee in conformance with the manual.

Photo of the existing Facade

Drawing showing proposed improvements & colour scheme

FACADE IMPROVEMENT CONTRACTOR QUOTATION

Please provide at least one detailed quotation from an HST registered contractor whose 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.

The applicant certifies that construction will be completed before April 1st, 2025. 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 to the approved application and will remit within 1 week of approval. KBC does not offer funding retroactively – approval of the design must be obtained by the Façade Improvement Committee before the work is in progress.

I declare that I have submitted the application in full. (Applications will not be reviewed with missing information).

I declare that I have reviewed the KBC Façade Program Design Manual and the recommended design standards.

Signature of Applicant

Date:

APPLICATION PROCESS & TIMELINES

