|  |  |
| --- | --- |
| **Property Information (Please type or print clearly)** | **Applicant Information (Please type or print clearly)** |
| Street Address:       | Name:       |
| Tax Parcel ID#:       | Phone Number:       |
| Owner’s Name:       | Email:       |
| Use of Building:  | Relationship to Property *(check one)*: |
| Business Name *(if applicable)*:       | Property Owner [ ]  Tenant/Business Owner [ ]  |

# Description of Proposed Improvement

# Write a brief description below and attach 1) an existing photo of the project area; 2) a drawing, sketch or picture of the proposed improvement. (Please type or print clearly)

|  |
| --- |
|       |

**Total Estimated Cost** *(lowest bid quote)*: $      *Attach at least two itemized cost estimates from*

*independent from independent vendors/contractors for proposed work.*

I[have [ ]  / have not [ ] ] received any other grant funding for the proposed improvement listed above**.**

***If you answered “Have”, please state from what source, amount and date of award.***

**Checklist for a Complete Application**

[ ]  I have read the City of Graham *Business Beautification Grant* *Program* overview and fully understand the agreement.

[ ]  I have met with the City Building Inspector. My project [does [ ]  / does not [ ] ] require a building permit.

[ ]  The owner’s written and signed permission is attached, if applicant is not owner. *(Not applicable* *[ ] )*

[ ]  An existing picture of the project area and a drawing, sketch and/or picture of the proposed improvement are attached.

[ ]  At least two itemized project cost estimates are attached.

**I understand** that the City of Graham *Business Beautification Grant Program* must be used in the manner described in this application, and the application must be approved by the Graham Appearance Commission prior to commencement of any project.

**I understand** that failure to comply with the approved application may result in a forfeiture of all grant funds.

**Applicant Signature Date**