

New Retail & Commercial Building Development

Development Incentive Program Application Form

Edmonton

Date of application: _____

Note: This application form does not constitute a complete application package. Please see the *Commercial Development and Multi-Unit Residential Reinvestment Program Guide* or contact the Program Manager for the full list of materials required. Incomplete application packages will not be reviewed.

APPLICANT INFORMATION			
Applicant name:			
Mailing address:		Postal code:	
Telephone number:			
Email address:			
<i>The applicant is the:</i>	Property Owner <input type="checkbox"/>	Agent of the Property Owner <input type="checkbox"/>	
Property owner:			
Mailing address:			
Telephone number:			
Email address:			
PROJECT ADDRESS			
Street address:			
Property legal description:		Existing zoning designation:	
Property assessment account number:		Lot size (sq. m.):	
PROJECT BUILDING INFORMATION			
Total building footprint (sq. m.):		Number of storeys:	
Total commercial area (sq. m.):		Number of commercial units:	
Size of commercial units (sq. m.):			

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FUTURE GROUND FLOOR COMMERCIAL TENANT INFORMATION (If applicable)

1	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
2	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
3	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
* Designated eligible use: General Retail, Convenience Retail, Restaurant, Specialty Food Service, Personal Service, Other (please specify)				

FUTURE ABOVE GROUND FLOOR COMMERCIAL TENANT INFORMATION (If applicable)

1	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
2	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
3	Tenant name:		Business license #:	
	Contact person:		Type of Business*:	
	Contact information:			
* Designated eligible use: General Retail, Convenience Retail, Restaurant, Specialty Food Service, Personal Service, Other (please specify)				

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FUNDING REQUESTED

Projected total construction value (minimum \$250,000):	\$
Amount of funding requested (10% of projected total construction value to a max. of \$50,000):	\$

PROJECT TIMELINES

Proposed construction start date:		Proposed completion date:	
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This application must adhere to the criteria and guidelines as laid out in the *Commercial Development and Multi-Unit Residential Reinvestment Program Guide*.

Refer to the Grant Application Checklist in the program guide for a list of supporting documents required for all applications.

Incomplete application packages will not be reviewed.

APPLICANT DECLARATION

I understand that my submission of an application package does not constitute a guarantee for funding under the Retail and Commercial Development Grant Program. I further certify that:

1. I have read and understand the Eligibility Criteria set out in the *Commercial Development and Multi-Unit Residential Reinvestment Program Guide*;
2. All information in this application and supporting documents is true and complete to the best of my knowledge; and
3. If funding is approved, work will be completed in accordance with the terms and conditions of the Reimbursement Agreement entered into with the City.

Applicant Signature

Date

Name (please print)

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AUTHORIZATION FOR AGENT OF THE PROPERTY OWNER (complete only if Applicant is not the registered Property Owner)

I/We, _____ the owner of the subject property hereby authorize _____ to act on my behalf with respect to the application.

Signature of Property Owner

Date

Please note that the Property Owner's signature is always required on a Reimbursement Agreement. A separate letter of authorization will be required to issue a reimbursement cheque to an applicant who is not the legal property owner.

Your name, contact information, and project information is collected in accordance with 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. This information will be used to administer the Development Incentive Program. If you have any questions about the collection and use of your personal information, contact the Development Incentive Program Manager at 780-496-6196, 9th Floor 10111 104 Ave, Edmonton Alberta T5J 0J4. Please note that the name and location of buildings, building details, building designs, grant amounts, and total costs of projects may be released to various organizations, the media and the public in connection with the Development Incentive Program.