



## ULVERSTON'S 2020 SHOP FRONT IMPROVEMENT SCHEME APPLICATION FORM

Ulverston Town Council is launching the 2020 shop front improvement scheme. Discretionary grants of up to £400.00 or up to 40% of the total costs of the project will be considered. The grant is available to improve the overall appearance of shop/office frontages in the Ulverston conservation area and can include painting, repairs and signage. **Please read the application form carefully.**

- Please complete the form and return it to Ulverston Town Council, County Square, Ulverston, LA12 7LZ or email all paperwork to: [admin@ulverstoncouncil.org.uk](mailto:admin@ulverstoncouncil.org.uk). by **end March 2020**
- Please include **current** quotation/s for the work.
- Grants will **not be awarded for work that has already been completed.**
- A decision will be made by the beginning of April **2020** and applicants will be notified.
- Work must be completed before **on or before 30 November 2020** to enable the grant to be paid to you and you must claim the grant by forwarding a copy of the receipt for the work. The town council will **NOT** be able to extend this date.
- If a building has previously received a grant under this scheme a further grant **will only be considered under exceptional circumstances.**
- **Payments will be paid by BACS AND not BY CHEQUE.**

- Provide a photograph of the shop front – electronic or print - with your application.

**1. Applicant Details:**

Name: .....

Business Name .....

Address for correspondence:

.....  
.....  
.....

E Mail: .....

Contact Number: .....

BACS details: Sort Code & A/C No. ....

**2. Project:**

Please give a description of the project for which you are applying for funding:

### 3. Project Cost:

Total Project Cost: .....

Own Funds: .....

Grant requested: .....

### 4. Claiming your Grant:

- You **must submit invoices** from the supplier as evidence of your expenditure to Ulverston Town Council on or before 30 November 2019
- Grants will be paid to you and not to the contractor.
- You will need to submit an electronic image of your property showing it **BEFORE** the work is completed and **AFTER** the work is completed.

### 5. Declaration:

I declare that:

- The information in this application and enclosed documents is to the best of my knowledge, true completed and accurate.
- I/we understand that Ulverston Town Council will check and verify the information.
- I/we have read and understand that if I am awarded a grant I must submit the claim on or before the **30 November 2020**

Signed:

Name (Please Print):

Date:

**Ulverston Town Council, County Square, Ulverston Cumbria LA12 7LA**  
**01229 585778 admin@ulverstoncouncil.org.uk**