

B.I.G. ACKNOWLEDGEMENT OF GUIDELINES & CRITERIA

The undersigned acknowledges and agrees to abide by and be subject to the terms and conditions of the Business Improvement Grant Program as described herein.

Applicant:

Address:

Phone Number:

Applicant Signature:

Date:

Property Owner:

Address:

Phone Number:

Property Owner Signature:

Date:

APPLICANT INFORMATION

The information contained on the following three pages of this application is **CONFIDENTIAL** between the applicant and the Buffalo Economic Development Corporation; thus, in the event this application is rejected, the Buffalo Economic Development Corporation shall promptly return these pages of this application and not keep a copy thereof for any reason.

If the request for 4B funds is granted, this application and all related documents will be filed with the Buffalo Economic Development Corporation's secretary and available for public inspection under the Texas Open Government Code.

The applicant should attach supporting documents or extra pages when the space provided for a response is inadequate or the applicant desires to provide additional information.

1. Full name of business entity as it appears on the corporate records:

2. Attach a copy of the Applicant's most annual or semi-annual financial report (statement) showing profit and loss, net worth, and status of Applicant's capital account. Please attach copies of the Applicant's last three monthly bank statements.

3. What is the value of existing improvements? Use the valuation obtained by the Leon County Appraisal District. If you wish to use some other alternative source of valuation please indicate the source of such alternative valuation and attach a copy of any appraisal or opinion of value that was used or obtained.
 - A) Value of land and existing improvements as determined by the Leon County Appraisal District. If available, a copy of the rendered valuation should be attached as an exhibit.

 - B) Type and value of proposed improvements. In addition to the information provided previously, please estimate the additional value that is likely to be added to your property based upon the proposed investments. If practicable and such documentation is available, please attach an appraisal or other opinion of value of the prospective improvements that are being relied upon in providing this information.

B.I.G PROGRAM APPLICATION

Applicant's Name:

Date:

Business Name:

Contact Person:

Phone:

Fax:

Mailing Address:

E-mail Address:

Details of Planned Improvements: *Please attach any necessary additional documentation*

Contractor Proposals, if you are using a contractor. List in order of preference.

- 1.
- 2.
- 3.

Bids shall be submitted on the contractor's letterhead and shall contain the contractor's name, address, phone number, and shall itemize the bid in a manner that allows the BEDC staff to determine the authenticity of the bid. If you are doing the work yourself, please have costs or bids prepared for materials and labor.

Total Cost of Improvement Project: \$

Grant Amount Requested: \$

Applicant Match: \$

Anticipated Completion Date:

Applicant's Signature:

Date:

Received By:

Date: