



# 2024

**F**açade

**A**ppeal

**C**omprehensive

**E**nhancement

*Program*



## Applicant Information

Address of Property:

Name of Property Owner:

Name of Applicant:

Is the Applicant

Tenant ☐

Owner ☐

If Tenant, Name of Business:

Mailing Address of Applicant:

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Description and Cost of Proposed Improvements

### **Improvement #1** (with brief description)

#### Estimated cost

Contractor 1: \$

Contractor 2 (if required): \$

\*Please attach copies of quotes.

### **Improvement #2** (with brief description)

#### Estimated cost

Contractor 1: \$

Contractor 2 (if required): \$

\*Please attach copies of quotes.

***Attach additional Sheet and provide similar information if more improvements are proposed***

## Estimated Total Cost of Proposed Improvements

Total Cost of improvements (net of HST)

Lower cost estimate for each if more than 1 quotation:

Improvement #1

Improvement #2 (if any)

Improvement #3 (if any)

Total: \$ \_\_\_\_\_

## Letter of Application

I/We are the owners(s) of the property at \_\_\_\_\_

And/or

I/We are the owner(s) of the business \_\_\_\_\_

Located at \_\_\_\_\_

I/We are applying for the FACE program grant of the City of Corner Brook, for our project costing \$ \_\_\_\_\_.

I/We have read all provisions of the FACE 2023 program Guidelines and understand that the City has the exclusive right to approve or reject any application.

I/We confirm that the Quotes have been obtained from parties that have no vested interest, business or otherwise, in the property, business or the property/business owners, or vice versa.

I/We will obtain all necessary permits required for the proposed improvements. I/We understand that all improvements must be completed and documents presented to the City before December 31, 2023. I/We acknowledge that the completed improvements are subject to inspection by the City.

I/We certify that all taxes, water rates and other amounts owing to the City are fully paid and not in arrears. Further, there are no unresolved disputes or legal proceedings pending with the City in relation to this property/business or any other property/business owned/co-owned by me/us.

All information and documents provided by me/we in connexion with the FACE application are correct. Providing wrong or misleading information deliberately, would make the application ineligible for consideration in addition to other actions as deemed necessary by the City.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_

\_\_\_\_\_

Name of Corporation (if applicable)

## The Before & After Pictures

### **BEFORE**

Please place photo of  
Existing front of building and/or landscape  
Or send by email ([FACE@cornerbrook.com](mailto:FACE@cornerbrook.com))  
Identify the improvements proposed

### **AFTER**

Please place a sketch/artist's rendition of  
Proposed front of building and/or landscape  
Or send by email ([FACE@cornerbrook.com](mailto:FACE@cornerbrook.com))

## Checklist

### PLEASE SUBMIT APPLICATIONS TO:

Business Division  
City of Corner Brook  
5 Park Street, PO Box: 1080  
Corner Brook, NL A2H 6E1  
Tel. 709-637-1551 Fax. 709-637-1627 Email. [FACE@cornerbrook.com](mailto:FACE@cornerbrook.com)

### Documents to be submitted with the completed application form:

- ☐ Contractor estimates for each improvement
- ☐ Photograph of the current façade and/or landscape
- ☐ Sketch and/or architectural drawing of the proposed façade and/or landscaping

### ***Please Note:***

- To be eligible, no proposed work on the façade and/or landscaping should commence prior to written approval from the City
- Please submit the application form with the above mentioned documents
- Incomplete applications will not be considered
- Evaluation will be in accordance with program guidelines, which form an integral part of the application/evaluation process
- Our office will contact you with the results of our evaluation
- Please review the City of Corner Brook's [Landscape Standards](#)

#### For office use only

- ☐ All pertaining documents received
- ☐ Taxes paid in full
- ☐ Photos of existing & sketch of proposed improvements
- ☐ Estimates attached

## Application Submission Information

**Please submit application to:**

**Business Division**

City of Corner Brook

5 Park Street, PO Box 1080

Corner Brook, NL A2H 6E1

Tel: 709-637-1551

Email: [FACE@cornerbrook.com](mailto:FACE@cornerbrook.com)

## Application Deadline

Applications will be considered and approved on an ongoing basis, until the allocated program funds last.

## Project Completion / Document Submission Deadline

**December 31<sup>st</sup>, 2024**



## Notes

