

For office use only

Building ID No:

Status:

Date Received:

Grant Approved:

Drawdown:

DUBLIN CITY COUNCIL
SHOPFRONT IMPROVEMENT SCHEME 2020
Supporting a Better Business Environment

APPLICATION FORM

APPLICANT DETAILS

1. Name of Applicant _____

2. Address for Correspondence _____

3. Email Address _____

4. Contact Phone Number _____

5. Tax Clearance Cert Number _____

6. Access Number _____

PREMISES DETAILS

6. Address of Premises _____
(if different to 2 above) _____

7. Do you own the property? Yes No

8. Are you leasing the property? Yes No

* Please note it is the applicant's responsibility to ensure they have permission to undertake work to the building under their lease or rental agreement.

9. Please indicate the period of lease (start date and end date) if relevant:

Start Date: / / End Date: / /

10. Are you up to date with your Commercial Rates? Yes No

11. Please provide a brief description of your proposal and the projected cost of works

**You should include any indicative plans or drawings, specifications for the proposed work. You should also include quotation/s from your chosen contractor/s to match the expenditure outlined. Use additional sheets if required.*

Item	Estimated Cost of Works €

12. Amount of Grant Assistance applied for: € _____

**The Shopfront Improvement Scheme provides for up to 50% of the cost of works to a maximum allowable grant of €3,000 across a number of categories of work. Please refer to Details of Scheme.*

MAKING AN APPLICATION

Please read the accompanying Details of Scheme guidance note carefully in advance of making your application. Ensure you enclose all the relevant information required.

Completed Applications should be submitted by post to:

Shopfront Improvement Scheme 2020
Dublin City Council - South Central Area Office
First Floor, Eblana House
Marrowbone Lane, Dublin D08 E120

or email: stephen.coyne@dublincity.ie

Closing date for receipt of applications: Thursday 30th April 2020 (4pm)

**Please note all payments made through this scheme will be done via EFT (Electronic Funds Transfer) and successful applicants will be required to provide the relevant bank details. GDPR policy applies.*