



Office Use Only

Submission Date: _____

Roll: _____

File: _____

Application for Downtown Façade Improvement Program

(Please print and complete ENTIRE form)

PROJECT/SITE INFORMATION

Complete Civic Address: _____

Legal Land Description: _____

Project Start Date: _____ Project Completion Date: _____

APPLICANT INFORMATION

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

PROPERTY OWNER

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

REQUIREMENT CHECK LIST

- | | | |
|---|--|--|
| <input type="checkbox"/> Detailed Project Description | <input type="checkbox"/> Detailed Project Budget | <input type="checkbox"/> Before Photos of the Building |
| <input type="checkbox"/> Description of materials | <input type="checkbox"/> Contractor quote | <input type="checkbox"/> After Drawing/Illustration |

Signature of this document indicates your acknowledgment of the above requirements.

Signature of Applicant

Signature of Property Owner

Applicant/Property Owner:

- I am aware that this application will be reviewed by Development Services, and may be delayed or refused if the application and/or information provided is incomplete.
- I understand that additional information may be required after the application has been submitted.
- I understand that this application may be refused if the proposed development does not conform to the *Land Use Bylaw* and/or amendments.

The Town of Ponoka collects personal information, including name and contact information, for the purpose of providing programs, services and contacting customers in this regard. The Town of Ponoka is authorized to collect this personal information under section 33 of the Freedom of Information and Protection of Privacy Act and by section 617 of the Municipal Government Act. Please contact Development Services at the Town offices at 200, 5604-50 Street, Ponoka, Alberta, or phone 403-783-4431 if you have any questions about this collection of information.