

OBAN BUSINESS IMPROVEMENT GRANT 2024

APPLICATION FORM

All documents submitted with your application will be handled in strictest confidence.



PLEASE NOTE: There is a strict annual budget for this scheme. Applications on first come first served basis annually.

1.	Your business/trading name	
2.	Contact name Position in business	
2.a.	Address of Property which you would like to improve	
2.b.	Correspondence address (if different from 2.a.)	
	Tel.: Mobile: Website: Email:	
3.	Your status: please tick which applies to you:	
	Owner	<input type="checkbox"/> Please provide Evidence of title (e.g. title deeds/cover letter)
	Tenant	Please provide: <input type="checkbox"/> Owner consent (e.g. letter/email) <input type="checkbox"/> Copy of formal lease
4.	Year Business started trading	
5.	Number of Employees	Full time part time (this is for our monitoring purposes)
6.	Your Proposal: Give details of the proposed improvements, e.g. colours, drawings, signage proof.	

	<p>Photographs (as jpg) of current condition of property must be provided; These may be used on our website.</p> <p>Design/ drawings where appropriate;</p> <p>Explain how the appearance of your business premises will be improved for potential customers</p>	
7.	<p>QUOTATIONS</p> <ul style="list-style-type: none"> • Please provide if possible three written tenders for each element of the work if possible • Copies of original tenders should be attached (on contractor's headed notepaper). 	<p>Work element 1: (e.g. painting)</p> <p>a. £</p> <p>b. £</p> <p>c. £</p> <p>Work element 2: (e.g. joinery)</p> <p>a. £</p> <p>b. £</p> <p>c. £</p> <p>Work element 1: (e.g. signage design)</p> <p>a. £</p> <p>b. £</p> <p>c. £</p>
	<p>Total of proposed works. Grant is capped at 75% of cost up to a maximum of £1200</p>	<p>TOTAL OF PROPOSED QUOTATIONS NET</p> <p>_____ VAT</p> <p>_____ Total</p> <p>Are you VAT registered? YES / NO</p> <p>Grant is only paid on VAT if it is <i>not reclaimable</i> by the applicant.</p>

	<p>DECLARATION/ CONDITIONS</p> <ul style="list-style-type: none"> <input type="checkbox"/> I certify that to the best of my knowledge the information contained in this application is true and accurate and will adhere to the following terms and conditions: <input type="checkbox"/> I understand that making this application does not entitle me to a grant as a right; <input type="checkbox"/> I will not commence or commit any expenditure before receiving approval of the grant; <input type="checkbox"/> I confirm that the quotations are bona fide competitive quotes; <input type="checkbox"/> I will provide BID4OBAN Ltd with digital colour photos of the frontage, both before and after the work has been completed. I understand that they will be kept on record and used for future publicity. <input type="checkbox"/> No payments will be made until all works are completed and photographs are provided. <input type="checkbox"/> Payment will be made when BID4Oban receives the funding claim from A&B Council. <input type="checkbox"/> I understand that to make any misleading statement in relation to this application could make the application invalid or may mean I have to repay the grant to BID4OBAN Ltd. 	
	<p>SIGNATURE</p> <p>Date:</p>	
	<p>CHECKLIST FOR APPLICANT</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Evidence of title or a formal lease <input type="checkbox"/> Consent of owner (if applicable) <input type="checkbox"/> Confirmation of VAT status <input type="checkbox"/> Drawings and specification of the work <input type="checkbox"/> Quotations for 3 competitive tenders if possible <input type="checkbox"/> Photograph of the current business frontage/façade <input type="checkbox"/> Planning consent/ evidence of pre-application discussion (if required) <input type="checkbox"/> Application form signed/date on final page.

OUR DECISION

- Recommendations for the approval of applications are made to the full BID 4 Oban Ltd Board of Directors following assessment by the BID Manager.
- BID 4 Oban’s ability to fund applications is dependent on the financial resources available to BID 4 Oban Ltd at any time.

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