

---

## APPLICATION CHECKLIST

**This checklist must be included with the original application.** Check the following before submitting your application. Please attach all required documentation:

<b>GENERAL</b>	
<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Submission Requirements Checklist (this form)
<input type="checkbox"/>	Copy of Deed to subject Property
<input type="checkbox"/>	Owner to provide prook taxes and fees are up to date.
<input type="checkbox"/>	Photographs of the site (can be electronic i.e., jpeg format)
<input type="checkbox"/>	Statement of Project Description (Form provided in this application). A written statement of what the facade project will involve. Provide as much detail as possible, including what is changing, beign replaced, type of materials being used, including color, location on facade
<input type="checkbox"/>	Drawings of Proposed Facade Improvements. Include concept drawings of what the property will look like upon completion. For larger projects involving major renovation or restoration, complete detailed construction drawings may be required, including elevations and detailed drawings. For smaller projects, a simple sketch of the proposed improvements may be appropriate at the City's discretion. The sketch/design should include sufficient detail, including color schemes, in order for the City to properly evaluate the scope of work. In addition to a conceptual drawing include product sample sheets of design elements such as windows, doors, lighting, canopies, etc., showing colors, sizes and type of materials.
<input type="checkbox"/>	Detailed Cost Estimates Bids for Proposed Improvements. You must include a minimum of two detail proposals for the work to be completed from qualified, licensed and insured contractors. Estimates must include the details of the approved scope of work.

**APPLICATION FOR FUNDING:  
THE COMMERCIAL FAÇADE IMPROVEMENT PROGRAM**



<b>PROJECT INFORMATION</b>		
NAME OF BUSINESS:		
PROJECT ADDRESS:		
ESTIMATED START DATE:	ESTIMATED COMPLETION DATE:	
BRIEF DESCRIPTION OF THE PROJECT:		
<b>APPLICANT INFORMATION</b>		
PROPERTY OWNER NAME:		
OWNER ADDRESS:		
EMAIL/TELEPHONE:		
TAX ID NUMBER:		
BUSINESS OWNER NAME/IF DIFFERENT:		
BUSINESS OWNER ADDRESS:		
EMAIL/TELEPHONE:		
TAX ID NUMBER:		
<b>BUDGET SUMMARY</b>		
FUNDING REQUEST AMOUNT:		\$
<b>PROJECT INFORMATION</b>		
PROJECT LOCATION:		
# OF BUSINESSES IN THE BUILDING:		
TYPE OF OWNERSHIP:	<input type="checkbox"/> CORPORATION <input type="checkbox"/> DBA <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> NON-PROFIT <input type="checkbox"/> OTHER	
TOTAL NUMBER OF EMPLOYEES:		
DESIGN FIRM/ ARCHITECT:		
HOW LONG HAVE YOU OWNED THIS PROPERTY?		
<b>SIGNATURES</b>		
I/we attest that all information provided in this entire submission is true and correct to the best of my/our knowledge and that no information has been excluded, which might reasonably affect funding. I/we authorize the City of Taunton to obtain verification from any source provided.		
NAME (printed):	SIGNATURE:	DATE:
NAME (printed):	SIGNATURE:	DATE:

**PROJECT DESCRIPTION:**

1. In the space provided below, describe your project in detail.


## COMMERCIAL FAÇADE PROGRAM APPLICATION CERTIFICATION

Please read the statements below and certify that you understand:

- I/we certify that the building owner is the owner of the property.
- I/we certify that there are no current code enforcement actions pending against this property.
- I/we have attached a copy of all current leases.
- I/we certify that there are no outstanding property taxes, utilities, or other past due bills to the City of Taunton
  
- I/we have attached relevant photos of the building facade(s) to be included in this program.
- I/we have reviewed the program overview and guidelines, have familiarity with responsibilities of each party and understand that:
- The City shall not assume any liability for such agreements, except as specifically authorized by the program.
- I/we have read and understand the City of Taunton program guidelines, accept the qualifications and conditions and through signature(s) below, certify that I/we are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the City of Taunton in the implementation of this program. I understand that this is a voluntary program, under which the City of Taunton has the right to approve or deny any project or proposal or portions thereof.

Applicant Name:

Applicant Name:

Applicant(s) Signature:

Date:

Applicant(s) Signature:

Date:

Property Owner Name:

Property Owner Name:

Property Owner's Signature:  
(if separate from applicant)

Date:

**NON-COLLUSION AFFIDAVIT**

(To be completed by Contractor submitting Bid)

1. I/We \_\_\_\_\_, depose and say that: I/We am an (owner, partner, officer, representative or agent) of \_\_\_\_\_, the bidder that has submitted the attached bid:
2. I/We \_\_\_\_\_, depose and say that: I/We are the applicants to rehabilitation property located at \_\_\_\_\_, Taunton, Massachusetts:
3. I/We are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid:
4. Such bid is genuine and is not a collusive or sham bid:
5. Neither the applicant or bidder, nor any of their officers, partners, owners, agents, representatives, employees or parties in interest, including these affiliates, have in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person, to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted, or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm, or person, to fix the price or prices in the attached bid or of any other bidder or to fix any overhead, profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Taunton, or any person interested in the proposed contract: and
6. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the applicant or bidder, nor any of their agents, representatives, owners, employees, or parties in interest, including these affiliates.

Signed under the pains and penalties of perjury:

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**NON-COLLUSION AFFIDAVIT**  
(To be completed by Contractor Submitting Bid)

1. I/We \_\_\_\_\_, depose and say that: I/We am an (owner, partner, officer, representative or agent) of \_\_\_\_\_, the bidder that has submitted the attached bid:
2. I/We \_\_\_\_\_, depose and say that: I/We are the applicants to rehabilitation property located at \_\_\_\_\_, Taunton, Massachusetts:
3. I/We are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid:
4. Such bid is genuine and is not a collusive or sham bid:
5. Neither the applicant or bidder, nor any of their officers, partners, owners, agents, representatives, employees or parties in interest, including these affiliates, have in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person, to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted, or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm, or person, to fix the price or prices in the attached bid or of any other bidder or to fix any overhead, profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Taunton, or any person interested in the proposed contract: and
6. The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the applicant or bidder, nor any of their agents, representatives, owners, employees, or parties in interest, including these affiliates.

Signed under the pains and penalties of perjury:

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date