



It's real.

City of Seguin Business Improvement Grant (BIG) Program Application

Section 1 – Applicant Contact Information

Date		
Name of Applicant	Title	
Address		
City	State	Zip Code
Primary Phone Number		Alternate Phone Number
Email		

Section 2 – Business Information

Business Name		
Business Legal Name as Identified on W-9 (Please attach copy of W-9)		
Business Mailing Address		
City	State	Zip Code

Section 3 – Grant Request Information

Please select the type of improvement(s) associated with the improvement project?
(See BIG Guidelines for additional details on Eligible Improvement and Expenditures)

	Facade Improvement		Sign Improvement
	Site Improvement		Other Real Property Improvements

Physical Address of Property for Which Grant is Being Requested

City	State	Zip Code
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Do you **own** or **lease** the property for which grant is being requested?

If lessee, please provide contact information for property owner.

Name of Property Owner		
Address of Property Owner		
City	State	Zip Code
Phone	Email	

Total Project Cost – Please attach a detailed estimate/quote of proposed improvements and or other eligible expenditures from at least (An approved grant is up to 75% matching, max grant award to an applicant not to exceed \$10,000)

Please provide a description of the proposed project. Please attach any project drawings, photos of area to be improved, specifications, and/or any additional information about the project to this application.

Estimated start date of project

Estimated completion of project

Name and cost estimate/quote from at least one (1) qualified contractor/supplier (Please attach a copy of the estimate with application)

Section 4 – Attachments

Please attach the following documents with the completed application (failure to include all applicable attachment will result in the application being deemed incomplete):

- Signed copy of W-9
- Detailed estimate/quote of proposed improvements and or other eligible expenditures
- Project drawings and specifications (if applicable)
- Photos of area to be improved (if applicable)
- If lessee, please attached a copy of lease agreement (if applicable)
- Any additional information about the project that would be beneficial in reviewing the application

Section 5 – Certification and Signature

I certify that the information submitted in this application, including attachments, is true, correct, and complete. Omissions or submission of incorrect information may render this application invalid.

Name

Title

Signature

Date