



TOWN OF WETHERSFIELD

505 Silas Deane Highway

Wethersfield, CT 06109

Economic & Community Development

(860) 721-2838

EconomicDevelopment@Wethersfieldct.gov

FAÇADE IMPROVEMENT PROGRAM APPLICATION

Please complete all items carefully and accurately to the best of your knowledge.

Application must be submitted **prior to the start of construction.**

Application Date: _____

I. **OWNER INFORMATION**

Property Owner(s) Name (Titleholder): _____

Owner Type: (Check One)

____ Individual ____ Proprietorship ____ Partnership ____ LLC ____ Corporation

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Federal Tax Id No. _____ Business Tax Id No. _____

II. **PROPERTY INFORMATION (to be given as security for Façade Loan)**

Address of Subject Property: _____

Name of Current Business (es) and Business Owner (s) or Merchants (s):

Total Amount of Outstanding Debt on Subject Property (Required if Property Owner is Applicant):

Type	To Whom	Amount	Maturity Date
1 st Mortgage Holder			
2 nd Mortgage Holder			
Other Liens			

III. PRINCIPAL(S)/GUARANTOR INFORMATION

Name(s): _____

Address(es): _____

TYPE OF IMPROVEMENTS PROPOSED:

<input type="checkbox"/>	Awnings Painting	<input type="checkbox"/>	New Signs	<input type="checkbox"/>	Lighting	<input type="checkbox"/>
<input type="checkbox"/>	Windows Gutters	<input type="checkbox"/>	Doors	<input type="checkbox"/>	Landscaping	<input type="checkbox"/>
<input type="checkbox"/>	Sign Removal Sidewalks	<input type="checkbox"/>	Siding	<input type="checkbox"/>	Canopy	<input type="checkbox"/>

Exterior _____ Other _____

Signage _____

TOTAL _____

AMOUNT OF LOAN REQUEST: _____ (Up to Maximum \$50,000)

SOURCES OF FUNDING FOR TOTAL PROJECT:

Owner: _____

Bank: _____

Other: _____

WETHERSFIELD FAÇADE LOAN: _____

Total Project Cost: _____

IV. PLEASE ATTACH THE FOLLOWING AS PART OF THIS APPLICATION:

- ___ a. Description of improvements (exterior, signage) and how work will be accomplished
- ___ b. Brief company profile
- ___ c. Two years of financial statements including balance sheets and income statements or attach copies of the business income tax returns for the last two years.
- ___ d. Completed personal financial statements for the principal of the company and attach last two years of personal income tax returns.
- ___ e. Certificate of Good Standing (for corporations applying)
- ___ f. If the property owner and business owner are not the same a letter of support from the property owner is required.

- ___ g. Copy of lease for current or proposed business location
- ___ h. Resumes of principals of company
- ___ i. Estimate (and contracts, if available) for all renovations
- ___ j. Copy of deed to real property
- ___ k. Copy(s) of all mortgage for subject property
- ___ l. Copy of Certificate of Insurance on subject property
- ___ m. Copy of Tax Affidavit (Exhibit B) signed by the Town of Wethersfield Tax Collector
- ___ n. Check made payable to the **TOWN OF WETHERSFIELD** for \$500.00 non-refundable Application Fee. (Upon approval, fee will be credited toward closing).

Documentation may be submitted electronically, however to formally start application review process
An original notarized application with application fee must be delivered and received by:

Director, Department Economic Development
505 Silas Deane Highway
Wethersfield, CT 06109

The Town of Wethersfield is an Equal Opportunity lender and will not discriminate against any applicant based on race, color, religion, sex, disability, familial status or national origin.

V. FAÇADE IMPROVEMENT (S) REQUEST

Give a brief general description of the type of improvement (s) being requested:

I certify that the information in this application is true and complete and I agree to participate in the Façade Improvement Program.

The undersigned hereby authorizes the Town of Wethersfield to obtain a Credit Report on the Borrower and the Guarantors and to independently verify the information contained in this application.

NOTE: THE CLIENT WILL PAY FOR ANY EXPENSES INCURRED BY THE TOWN OF WETHERSFIELD ON HIS/HER BEHALF, INCLUDING, BUT NOT LIMITED TO CREDIT REPORT FEES AND RECORDING FEES. SUCH EXPENSES WILL BE SUBTRACTED FROM THE PROCEEDS OF THE LOAN.

Owner (s) Signature (Must be Notarized)

Date _____

Owner (s) Signature (Must be Notarized)

Date _____

Guarantor(s) Signature (Must be Notarized)

Date _____

Guarantor(s) Signature (Must be Notarized)

Date _____

STATE OF CONNECTICUT)
) ss. _____, 20____
COUNTY OF)

Personally appeared _____ who subscribed and swore to the truth of the foregoing information and acknowledge that _____ executed the same, before me. (he/she/they)

Notary Public – Justice of the Peace
Commissioner of the Superior Court
My Commission Expires:

TO BE DETERMINED LATER, If Applicable

- Evidence of pre-qualification from a Banking/Financial Institution authorizing payment of up to 50% of the total cost of construction as required by the Façade Improvement Program.
- At the time of closing, the property owner (s) shall provide a check for the matching amount, made payable to the Town of Wethersfield.

**FACADE IMPROVEMENT
TAX PAYMENT VERIFICATION**

NAME OF BUSINESS/PROPERTY OWNER: _____

Form of Business: Sale Proprietorship _____ Partnership _____ Corporation _____ LLC _____

List the Names of the Principal (s) of the Organization:

Business/Property Owner Certification: I certify that I do not hold title in whole or in part to any real, motor vehicles or personal property located in the Town of Wethersfield other than that which is listed below:

TO BE COMPLETED BY TAX COLLECTOR				
	Are Taxes Current Yes No	Amount Delinquent	Number of Tax years Delinquent	Is there a Repayment or Repayment Yes No
<u>ADDRESS: REAL PROPERTY</u>				
_____		\$ _____	- _____	
_____		\$ _____	- _____	
_____		\$ _____	- _____	
<u>MOTOR VEHICLE</u>				
_____		\$ _____	- _____	
_____		\$ _____	- _____	
_____		\$ _____	- _____	
<u>PERSONAL PROPERTY</u>				
(Include Latest Filed Declaration Form)		\$ _____	- _____	
_____		\$ _____	- _____	
_____		\$ _____	- _____	

AUTHORIZED SIGNATURE				

TITLE				

DATE				

<div style="border: 1px solid black; width: 100%; height: 150px; margin: 0 auto;"></div>				
<div style="display: flex; justify-content: space-between; width: 100%;"><div>_____</div><div>_____</div></div> <div style="display: flex; justify-content: space-between; width: 100%;"><div>Tax Dept. Signature</div><div>Date</div></div>				