Appendix A Commercial Incentive Application

Application No. _____ - 20____

NEW COMMERCIAL BUILD INCENTIVE APPLICATION (Please complete sections the applicable/relevant sections)

Three Year Tax Incentive

APPLICANT INFORMATION (Please print):

Name: _____

Mailing Address: _____

City, Postal Code: _____

Phone: (_____) _____

Email:_____

PROPERTY OWNER INFORMATION (if different)

Name: _____

Mailing Address: _____

City, Postal Code: _____

Phone: (_____) _____

Email: _____

AFFECTED PROPERTY:

Civic Address: _____

Lot(s): _____ Block: _____ Plan: _____

Existing Land Use: _____

Current Zoning Designation: _____

Surrounding Land Uses: _____

BUSINESS LICENSING:

Does the business currently have a valid business license issued by the City of Estevan?
Circle One:

Yes
No

BUSINESS INFORMATION

1. Please provide name and description of business. **Attach a detailed business plan.**

2. What is the current, assessed property value? **Attach property tax assessment.**

3. How many people do you currently employ? Please specify seasonal, part time or full time.

4. What is the estimated number of new jobs to be created from a new build? Please specify seasonal, part time, or full time. This question is for information and tracking purposes, it will not have an impact on the status of your application.

5. When will construction be completed? (month, year)? **Attach a detailed site and building plan**.

6. What percentage of this project will be completed by contractors with their head offices/main operations in Estevan?

7. **Attach an approved building permit.**

Attachments: Ensure that the following information is included in your application.

- Please attach a detailed business plan.
- Please attach a detailed site plan and building plan that complies with the National Building Code of Canada and the provisions laid out in the City of Estevan Zoning Bylaw. These plans should be prepared by a professional engineer or architect.
- Please attach a copy of your property tax statement.
- Please attach a copy of your approved building permit with approximate assessed value change.
- Please attach a copy of your City of Estevan Business License.
- Please attach any additional pages or information if required.

Authorization:

I _____, HEREBY CERTIFY THAT:

- I am the registered owner of said property/ Business or
- I am authorized to act on behalf of the registered owner;
- I agree that the City of Estevan may publicly acknowledge and promote the incentive awarded for a period of up to one year after completion of project.

And, understand that this application is subject to final approval by the City of Estevan and am aware that Commercial Incentive Program benefits are not available until such approval is secured and an agreement is executed.

_____ _____
Applicant Signature Date

Please submit application to: the Community Development Officer, City of Estevan
403a 9th Avenue| Estevan, SK|S4A 2V4
Phone (306) 634 2721
r.foord@estevan.ca

Office Use Only

Property Tax Folio Number**:** _____

Date of Economic Development Board Review: _____

Economic Development Board Decision: Approved Denied

Approval Signature:_____