



CITY OF ATHENS OPPORTUNITY COUNCIL DISTRICTS
Small Business Physical Improvement Incentive Program
Official Application Form

REQUIRED ATTACHMENTS (Check all that are included):

- | | |
|--|---|
| <input type="checkbox"/> COMPLETED APPLICATION FORM | <input type="checkbox"/> ITEMIZED BUDGET, CONTRACTOR QUOTES/ESTIMATES |
| <input type="checkbox"/> PHOTOS OF EXISTING CONDITIONS | <input type="checkbox"/> PROPERTY OWNER CONSENT (If applicable, Pg. 3) |
| <input type="checkbox"/> COPY OF BUSINESSES LICENSE | <input type="checkbox"/> SIGNED RELEASE AND HOLD HARMLESS AGREEMENT (Pg. 4) |

APPLICATION INFORMATION:

- CHECK IF PROPERTY IS IN DISTRICT 3
 CHECK IF PROPERTY IS IN DISTRICT 5

Business Name:				
Business Physical Address:				
City:		State:		ZIP:
Applicant Name:				
Applicant Title:				
Telephone:				
Email Address:				

PROPERTY OWNER STATUS & INFORMATION:

- Business Owner, Owns Property
 Business is a Tenant (Lease Required) – *If tenant, following information about Property Owner is required.*

Property Owner Name:				
Telephone:				
Email Address:				

**Property owner consent form (Page 3) is required if the applicant is the tenant.*

PROJECT INFORMATION:

Amount Requested	\$ _____ /\$20,000 (Maximum Amount)
Anticipated Project Timeline:	

PROJECT SCOPE OF WORK:

Please provide a detailed description of the proposed permanent, physical improvements. Clearly describe the scope of work, materials, design elements, and how the improvements will be permanent in nature to the existing structure.

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APPLICANT ACKNOWLEDGEMENTS (Initial by each statement):

	I acknowledge that all work must comply with City of Athens codes and ordinances.
	I understand that no work may begin prior to grant approval.
	I confirm that this project has not already been completed.
	I confirm that I am current on all City of Athens taxes, fees, and licenses.
	I understand that City Staff, District Advisory Teams and Athens City Council are allowed to inspect the project.

APPLICANT CERTIFICATION:

I certify that all information provided in this application is true and accurate to the best of my knowledge. I understand that submission of this application does not guarantee funding and that all awards are subject to review and approval by the District Advisory Team, City Department Heads, and the Athens City Council.

I further acknowledge that failure to comply with program requirements may result in denial, revocation, or repayment of awarded funds.

Authorized Applicant Signature:	
Printed Name:	
Date:	

PROPERTY OWNER CONSENT FORM

PROPERTY OWNER OR PROPERTY OWNER(S) REPRESENTATIVE CERTIFICATION OF AUTHORIZATION FOR REPRESENTATIVE AGENT

We, the undersigned represent that we are the owner(s) of the property described opposite our names, or have the authorization to sign on behalf of the owner as evidenced by a Power of Attorney or other authorization attached, and that we do hereby certify that the following person(s) or entity has the authorization to act upon and represent this request on my behalf, as well as a long-term lease in place (with a term of three (3) or more years) for the use of the property.

Name of Agent

PROPERTY OWNER

Name

Address

City, State, Zip Code

Date

Signature

FOR NOTARY TO COMPLETE:

Sworn to and subscribed to me on this the _____ day of _____, _____.

(Seal)
Notary Public*

My Commission Expires on _____

RELEASE AND HOLD HARMLESS AGREEMENT

This Release and Hold Harmless Agreement (the "Agreement") is executed

on the _____ day of _____, 20_____, by _____ and
(Day) (Month) (Year) (Property Owner)

_____ of _____, City of
(Tenant, if applicable) (Street Address)

Athens, County of Limestone, State of Alabama, collectively referred to herein as "Releasor(s)".

In consideration of being allowed to make application to the City of Athens Opportunity Council Districts Small Business Physical Improvement Incentive Program (and, if awarded, being granted monies for an improvement project at the property located described above (referred to herein as the "project")), the Releasor(s) hereby waives, releases, discharges, and covenants not to sue the City of Athens or any of its officers, directors, employees, sponsors, and/or agents, for any loss, damage, claim, or damages arising from or relating to the project, or to the Small Business Physical Improvement Incentive Program, whether or not the same involved the negligence of the City of Athens. Releasor(s) further agree to indemnify and hold the City of Athens harmless from any and all claims by any person or entity against the City of Athens arising from or relating to the project.

Releasor(s) agrees that this Agreement is intended to be as broad and inclusive as permitted by the laws of the State of Alabama and that if any portion of the Agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Releasor(s) further states that Releasor(s) has carefully read the above Agreement and knows the contents of the same and signs this Agreement as its own free will. Releasor(s) agree to abide by and adhere to any and all guidelines and rules related to the project that are promulgated by the City of Athens.

Releasor(s)'s obligations and duties hereunder shall not be limited or restricted by the maintaining of any insurance coverage by the City of Athens (or any of its officers, directors, employees, sponsors, and/or agents). The document contains the entire agreement between the parties to this Agreement related to the subject matter hereof, and the terms of this release are contractual and not a mere recital.

Dated this _____ day of _____, 20 _____.

Property Owner Signature

Tenant Signature (if applicable)

Name (Print)

Name (Print)

Witness Signature