

City of Brechin THI
 32 Panmure Street
 Brechin DD9 6AP



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RESTORING VACANT FLOORSPACE GRANT APPLICATION FORM

Project address: Postcode:	
Name of applicant: Address: Postcode: Daytime telephone number: E-mail:	
Nature of applicant, e.g. householder, company, charity etc.	
Do you own the property for which you are seeking a grant ? If not, please give name and address of freeholder and date the lease ends (you must obtain consent from the owner for the works)	YES / NO
Is the building listed as of architectural or historical importance ? If yes please circle which category.	YES / NO A B C(s)
You have to comply with all statutory consents. Date applied for: Date awarded/expected:	Planning Permission Listed Building Consent Building Warrant
Will any jobs result or be safeguarded through this project ? Please state numbers (full or part-time):	Construction Retail / Service Cultural / Other
What is the proposed use of the premises? Please describe the project proposal in detail:	

Please give names and addresses of the Architect: Quantity Surveyor: Structural Engineer: Other (eg Planning Supervisor):	
Please give estimated costs of work. Construction costs: Professional fees: Total: VAT: Total grant eligible costs:	£ _____ £ _____ £ _____ £ _____
Is VAT reclaimable ? Grant is only paid on VAT if VAT is not reclaimable by the applicant.	YES / NO
Have you applied for a grant from any other source ? If yes, provide details:	YES / NO
What is the programme of works ? Contract starting date: Contract end date (practical completion):	
Checklist: Please confirm that you have included three copies of the following with this application (only one copy of photographs is required). Small schemes only need one copy of all documents and no photographs. Please note that an incomplete application would be invalid until the submission of all requested documents.	<input type="checkbox"/> Statutory Permissions <input type="checkbox"/> Consent of owner (if not applicant) <input type="checkbox"/> Confirmation of VAT status <input type="checkbox"/> Detailed drawings and specifications of the works <input type="checkbox"/> A tender report including at least three competitive tenders/estimates <input type="checkbox"/> The prized bill of quantities of the tender you wish to accept/ indication which estimate you wish to accept <input type="checkbox"/> The programme of works (if applicable) <input type="checkbox"/> Any other grant offers for the same work <input type="checkbox"/> Photographs (minimum of 3 good quality prints / transparencies) <input type="checkbox"/> Feasibility study and outline business plan
Declaration:	I, the applicant / organisation accept that all grants are discretionary and that they will be subject to the terms and conditions of a legal agreement.
Signature:	Signed _____ Date _____

