



## Municipality of Machin

75 Spruce Street  
PO Box 249  
Vermilion Bay, ON  
P0V 2V0  
807-227-2633

# Signage Improvement Grant

As part of the Community Improvement Plan (CIP), this grant is to promote signage improvements to the main storefront sign of commercial and industrial buildings within the Municipality of Machin. The matching grant is available up to 50% of eligible costs, with a maximum grant of \$1,000 per property.

Eligible Costs for consideration under this grant are:

- Replacement and/or updating of existing signage.
- Installation of new signage; and/or
- Lighting to highlight signage.

Applicable project areas are all commercial and industrial developments located within Community Improvement Project Area A or Area B. (See map on website under CIP)

Signage must be representative of the business's activities and comply with all respective municipal requirements and building code standards. Signage must be visible from a public street within the Community Improvement Project Area.

Applicants must complete the application form including a detailed description of the proposed works. A draft rendering of the signage with details related to size must be submitted.

Any costs incurred prior to approval of the application are deemed ineligible. There is no retroactive funding.

Grant is available on a one-time basis per applicant/organization.

The grant will be paid based on the actual cost of the work, up to the amount approved in the application. The grant is disbursed on completion of the work and submission of paid final invoices.

The Municipality of Machin reserves the right to request additional information from the applicant.

See [www.visitmachin.com](http://www.visitmachin.com) for more details under the Community Improvement Plan.



MUNICIPALITY OF MACHIN  
P. O. Box 249, 75 Spruce Street  
Vermilion Bay, ON P0V 2V0

Phone: 807-227-2633  
Fax: 807-227-5443  
[www.visitmachin.com](http://www.visitmachin.com)

## Application for Signage Improvement Grant

### For use by Principal Authority

Application number:	<input type="checkbox"/> Community Improvement Project Area A <input type="checkbox"/> Community Improvement Project Area B <input type="checkbox"/> Other
Date received:	Roll number:

### A. Project information

Business Name:		
Building number, Street name	Unit number	Lot/con.
Municipality	Postal code	Plan number/other description
Project value est. \$	Area of work (m <sup>2</sup> )	

### B. Eligible Costs are related to

<input type="checkbox"/> Replacement and/or updating of existing signage.	<input type="checkbox"/> Installation of new signage.	<input type="checkbox"/> Lighting to highlight signage.
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Description of proposed work eg. Size, wording, location.

### C. Applicant is: Owner Agent If the owner is not the applicant, is written consent from the owner provided?

Last name	First name	Corporation or partnership	
Street address	Unit number	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number ( )	Fax ( )	Cell number ( )	

<b>D. Owner (if different from applicant)</b>			
Last name		First name	Corporation or partnership
Street address			Unit number
Lot/con.	Municipality	Postal code	Province
E-mail	Telephone number (       )	Fax (       )	Cell number (       )
<b>E. Is the property within the Project Area?</b>			
<input type="checkbox"/> Area A	<input type="checkbox"/> Area B	<input type="checkbox"/> Other (specify)	
<b>F. Is the quote for costs attached?</b>			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<b>G. Is the work plan with time estimates attached?</b>			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<b>H. Is the signage representative of the business's activities?.</b>			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<b>I. Does the signage comply with municipal requirements and building code standards?</b>			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<b>J. Have you applied previously and been approved for this grant?</b>			
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<b>K. Which public street is the signage visible within the Community Improvement Project Area?</b>			
<b>L. Application Acknowledgement</b>			
I am aware that any costs paid prior to approval of application are not eligible for grant.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
I am aware that the maximum approved grant money is \$1000.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
I am aware that approved grant money is disbursed upon completion of the works and submission of paid final invoices.		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>I. Declaration of applicant</b>			
I _____ declare that:			
(print name)			
<ol style="list-style-type: none"> <li>1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.</li> <li>2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.</li> </ol>			
_____		_____	
Date		Signature of applicant	