



Ville de
Montréal-Ouest

Town of
Montreal West

**FINANCIAL ASSISTANCE PROGRAM FORM FOR THE REVITALIZATION OF
COMMERCIAL FACADES AND SIGNS AND THE ACCESSIBILITY TO BUSINESSES FOR
PERSONS WITH DISABILITIES**

By-Law 2020-003

Identification information

Applicant information		
Name of the applicant:		
Address:		
Town:	Province:	Postal code:
Telephone number:		Email:
Name of the business:		

Owner information (if different from the applicant)		
Name of the owner:		
Address:		
Town:	Province:	Postal code:
Telephone number:		Email:
<i>Note: depending on the work done, a written power of attorney from the owner must be provided if the application is made by the tenant or the manager of the building.</i>		

Building information
Address:
Lot number:

Description of the project

Type of work: <ul style="list-style-type: none"> <input type="radio"/> Restoration, reconstruction or transformation of an existing commercial facade; <input type="radio"/> Replacement of an existing sign or the installation of a new commercial sign; <input type="radio"/> Accessibility work for persons with disabilities or reduced mobility; and/or <input type="radio"/> Other.
Detailed description:
Estimated costs: <ul style="list-style-type: none"> <input type="radio"/> Cost of labour and materials: _____ ; <input type="radio"/> Fees for the preparation of plans and specifications and other expert fees related to the implementation of eligible work: _____ ; <input type="radio"/> Cost of permits and certificates required by the Town: _____ ; <input type="radio"/> Applicable taxes: _____. <p align="right">Total: _____.</p>
Did the commercial building benefit from financial assistance under this program in the three (3) years prior to the application? _____.

Required Documents

Provided with the application
Work to the facade: <ul style="list-style-type: none"> <input type="radio"/> Council’s resolution approving the project following the SPAIP procedure; <input type="radio"/> Copy of the construction permit; <input type="radio"/> Written power of attorney from the owner if applicable;

- Bids for the work from at least two (2) contractors licensed by the RBQ and a photocopy of their contractor's license OR a detailed bid detailing the material costs if the applicant is doing the work himself;
- Plans, sections, elevations and illustrations of the work;
- Photograph showing the facade of the building subject to the work;
- Written consent from the owner, if applicable, that the grant should be paid to the tenant-applicant;
- Other relevant documents: _____.

Replacement or installation of a new sign:

- Council's resolution approving the project following the SPAIP procedure;
- Certificate of authorization to display;
- Bid by the sign manufacturer;
- Other relevant documents: _____.

Accessibility work:

- Copy of the construction permit;
- Written power of attorney from the owner if applicable;
- Bids for the eligible work from at least two (2) contractors licensed by the RBQ and a photocopy of their contractor's license OR a detailed bid detailing the material costs if the applicant is doing the work himself;
- Plans, sections, elevations and illustrations of the work;
- Photograph showing the facade of the building subject to the work;
- Written consent from the owner, if applicable, that the grant should be paid to the tenant-applicant;
- Other relevant documents: _____.

Provided after the work is complete

- Proof of payment of the work to the contractor or to the manufacturer/installer of the sign; OR
- Bills for materials if the applicant carries out the work himself.

Signature of the applicant: _____ **Date:** _____

Return the form dully completed with all required documents by email to info@montreal-west.ca, in person or via postal mail to following address:

Town of Montreal West
50 Westminster Avenue S,
Montreal West, H4X 1Y7