

"PAINT THE TOWN" COMMITTEE GUIDELINES

ELIGIBILITY: Any owner or tenant of a commercial building located in the Lanark Community that is a **Chamber member or willing to become a member** can apply for funds. A statement of owner's approval must be attached to the application for funds if a tenant submits it.

The application should be submitted to a "Paint the Town" Committee member. Present members are:
Shirley Moen, Chairperson (Lanark Mutual Insurance)493-2519
Don Hart493-6818

Funding from the Chamber of Commerce will be provided for MATERIALS ONLY (no labor) for the exterior of building and/or exterior building business signs. **Paint & supplies must be purchased from a chamber member's business establishment, if at all possible.**

Application is due August 11, 2009. Project must be completed by November 30, 2009 and restoration must have occurred in the current year unless special arrangements are made.

All applications will be accepted by Paint the Town Committee Members up until the July due date. Committee members will document the day that each application is received. Please keep in mind the importance of maintaining the historical theme in our downtown area.

This application should include the following information:

1. Location of building.
2. Owner's name and statement of their approval of painting, if applicable.
3. Name of person submitting proposal.
4. Date submitted.
5. Dates plan will be initiated and expected completion date.
6. Description of project including: scope of work, colors, historical significance, and how it fits with the character of other structures in the area.
7. Estimated cost.

Primary reimbursement will be for

1. Paint.

Secondary reimbursement/in some cases allowance will be *considered* on the following

1. Brushes, rollers, pans, paint trays, etc.
2. Chemicals and tools used for preparation and cleaning.
3. Solvents.
4. Signage materials

Note: Purchase price of auxiliary equipment such as ladders, scaffolds, spray equipment, etc., **would not be funded.**

Proposed amount of payment will be brought as a recommendation from the "Paint the Town" Committee to the Lanark Chamber of Commerce regular August meeting.

The Treasurer of the Lanark Chamber of Commerce has established an account for Historic Restoration Funds, currently "Paint the Town" funds. Upon completion of a project, the applicant should submit an itemized list of the approved materials with sales receipts to the Paint The Town Committee. The Committee will verify that the list is consistent with the original proposal, and authorize the Treasurer to promptly issue a check for the approved amount to the place of business where the paint was purchased.

“PAINT THE TOWN” APPLICATION

Name of Applicant: _____

Address: _____

Telephone Number: _____

Owner's Name: _____
(Attach statement of approval, if applicable)

Location of Building: _____ **Must be a commercial building.**

Date Submitted: _____ **Deadline-August 11, 2009**

Date Plan to be initiated: _____

Expected Completion Date: _____ **November 30th deadline**

Are you presently a Chamber member? _____ **You must be a Chamber member, or willing to become a member, to apply for funds.**

Description of project including: scope of work, colors, **historical significance**, and how it fits with the character of other structures in the immediate area:

Estimated costs (attach copies of estimates, if applicable) **Paint & supplies must be purchased from a Chamber member’s business establishment. Funding available on MATERIALS ONLY (no labor) for the exterior of building and/or exterior building business signs.**

Have you received "Paint the Town" funds previously? If so, state date. _____

The Paint The Town committee will notify you no later than August 24th whether or not your application for funds has been approved. If your application for funds is approved, **the Chamber Treasurer will issue a check directly to the paint supplier once the work is completed.**