For office use only		
Building ID No:	Status:	
Date Received:	Grant Approved:	Drawdown:

DUBLIN CITY COUNCIL SHOPFRONT IMPROVEMENT SCHEME 2020

Supporting a Better Business Environment

APPLICATION FORM

AP	PLICANT DETAILS	
1.	Name of Applicant	
2.	Address for Correspondence	
3.	Email Address	
4.	Contact Phone Number	
5.	Tax Clearance Cert Number	
6.	Access Number	
PR	EMISES DETAILS	
6.	Address of Premises	
(if	different to 2 above)	

* Please note it is the applicant's responsibility to ensure they have permission to undertake work to the building under their lease

Yes 🗆 No 🗅

Yes □ No □

7. Do you own the property?

or rental agreement.

8. Are you leasing the property?

9. Please indicate the period of lease (start date and end date) if relevant:							
Start Date: /	1	End Date:	/	1			
10. Are you up to date with you	r Commercial Rates?		Yes 🗆	No 🖪			
11. Please provide a brief description of your proposal and the projected cost of works *You should include any indicative plans or drawings, specifications for the proposed work. You should also include quotation/s from your chosen contractor/s to match the expenditure outlined. Use additional sheets if required.							
ltem				Estimated Cost of Works €			
12. Amount of Grant Assistance applied for: € *The Shopfront Improvement Scheme provides for up to 50% of the cost of works to a maximum allowable grant of €3,000 across a number of categories of work. Please refer to Details of Scheme.							
MAKING AN APPLICATION							
Please read the accompanying Details of Scheme guidance note carefully in advance of making your application. Ensure you enclose all the relevant information required.							
Completed Applications should Shopfront Improvement Scheme		to:					

Dublin City Council - South Central Area Office First Floor, Eblana House Marrowbone Lane, Dublin D08 E120

or email: stephen.coyne@dublincity.ie

Closing date for receipt of applications: Thursday 30th April 2020 (4pm)
*Please note all payments made through this scheme will be done via EFT (Electronic Funds Transfer) and successful applicants will be required to provide the relevant bank details. GDPR policy applies.