



City of Melfort

Application to Access Existing Vacant Commercial Incentive Policy 7.24

Any property owner that wishes to access the Existing Vacant Commercial Incentive Policy will be required to complete the following Application for Existing Vacant Commercial Incentive. This will outline the nature of the enterprise.

Once the application is received by the Community Development Manager or the Department of Planning, Development & Leisure Services, should the scope of the enterprise fall within the framework of the Existing Vacant Commercial Incentive Policy, the Director of Planning, Development & Leisure Services will review the application.

Should the request be approved, the Director of Planning, Development & Leisure Services shall provide a letter to the property owner, indicating that a 50% tax credit, up to a maximum of \$2,500, will be granted to the property owner based on the policy.

*****PLEASE PRINT*****

Property Owner: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Business Name: _____

Business Owner: _____

Business License Number: _____ Roll No.: _____

Location of Business: _____

Amount of time Building has been Vacant: _____

Estimated Construction or Renovation Costs: _____

Opening Date: _____

Description of Business: _____

Estimated New Jobs To Be Created:

Construction Jobs: _____

Full Time Jobs: _____

Part Time Jobs: _____

If any of the above information needs to be treated as confidential, please indicate reasons:

Declaration of Applicant

I, _____ of the _____
(Name of Applicant – Please Print) (Municipality)

in the Province of Saskatchewan, solemnly declare that all the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true, knowing that it is the same force and effect as if made under oath, and by virtue of “The Canada Evidence Act”.

Dated: _____ Signature: _____

For Office Use Only

Date Application Received: _____

Attachments included (i.e. business plan, letter about business, letters of support, etc.):

Approved: Comments: _____

Rejected or Reasons specified: _____
Delayed:

Referred to Reasons specified: _____
Planning & Development
Committee:

Copied to Comments: _____
Finance:

Date Application Finalized: _____

Notification will be forwarded to the property owner on the status of his/her application.