



## BUILDING PRESERVATION PROGRAM

### Application for Financial Assistance

This grant program assists with exterior stabilization, maintenance, restoration and relocation of designated heritage buildings and buildings that are subject to heritage revitalization agreements (HRA). There is no limit to the number of applications that may be submitted in any given year. If successful, funding per project is limited to 50% of the eligible project costs, not to exceed eligibility requirements as outlined in By-Law No. 15099, Sections 10 and 10.1.

**PLEASE PRINT CLEARLY**

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Name of Applicant(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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Name of Heritage Building: \_\_\_\_\_

HRA and/or Designation By-law Number: \_\_\_\_\_

Date of Commencement: \_\_\_\_\_

Date of Anticipated Completion: \_\_\_\_\_

1. This project is for:

- Structural work, seismic upgrading, foundations, perimeter and storm drains, chimneys and masonry work, fascias, gutters and downspouts, roofs
- Exterior rehabilitation and repairs of the building's historic character (exterior cladding, woodwork and trim, doors and windows, including storm windows)
- Exterior preparation and painting
- Reconstruction of missing significant architectural elements
- Designated interior features
- Other: \_\_\_\_\_

2. Provide a clear, brief statement of the purpose of the project.

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3. Provide an itemized list of all work to be undertaken by this project.

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4. Please attach three quotations to undertake the list of work itemized in #3. Ensure that all quotations are based on identical requirements. Applications that include fewer than three quotations may be considered at the discretion of the Heritage Advisory Commission. Applications for material costs only may be submitted for consideration.

Quotation #1 from: \_\_\_\_\_ Cost: \_\_\_\_\_

Quotation #2 from: \_\_\_\_\_ Cost: \_\_\_\_\_

Quotation #3 from: \_\_\_\_\_ Cost: \_\_\_\_\_

Please indicate your preferred supplier: \_\_\_\_\_

5. Project Cost Summary

		<u>Approved</u>	<u>Pending</u>
Applicant's contribution	\$ _____ ( _____ %)	_____	_____
Heritage Legacy Fund of BC	\$ _____ ( _____ %)	_____	_____
Request from City of Surrey	\$ _____ ( _____ %)	_____	_____
Total Cost of the Project	\$ _____ ( _____ %)	_____	_____

The applicant is advised not to begin the project prior to confirmation of funding. **Work already completed or in progress may not qualify for assistance.** Please note that no payment shall be made more than one year after the date of approval of the financial assistance application by Council. Applicants will be responsible for the payment of all project costs to the approved supplier(s). The applicant will provide detailed, legible, and verifiable receipts confirming supplier payments when requesting reimbursement of costs from the City. Change of preferred supplier(s) is not permitted without prior written approval of the City. Failure to provide adequate proof of payment or use of non-authorized suppliers may result in non-reimbursement of costs incurred.

If funds are granted, the City of Surrey reserves the right to inspect the work and to promote the project through photographic documentation and through media announcements.

\_\_\_\_\_  
Authorized Signing Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return to:**  
Surrey Heritage Advisory Commission  
c/o Legislative Services, 13450-104 Avenue V3T 1V8

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