



Bath Business Fit Up Grant Program Application

Applicant Information

Business Name: _____

Contact Person: _____

Title/Role: _____

Phone Number: _____

Email Address: _____

Business Address: _____

Business Website (if applicable): _____

Business Owner(s) and Percentage of Ownership (20% or more):

Business Information

☐ New Business ☐ Existing Business (expansion)

Business Description:

Project Information

Project Title: _____

Project Location/Address: _____



Narrative: Describe the overall project and specific use of Fit-Up grant funds:

Proposed Timeline: _____

Total Project Cost: \$ _____

Grant Funds Requested : \$ _____

Cash Match Amount: \$ _____

Source of Cash Match: _____

Eligibility Checklist

- ☐ Business operates or will operate within Bath;
- ☐ Business is in good standing with local and state regulations;
- ☐ Applicant has satisfactory right, title and interest in the property;
- ☐ Tenants have documented property owner's approval for improvements (e.g. confirmation letter from Landlord or documented in lease agreement, etc.);
- ☐ Business is current with City of Bath taxes, utilities, licenses, and permits;
- ☐ Business is Maine-based.

Additional Documentation Required

Project Budget

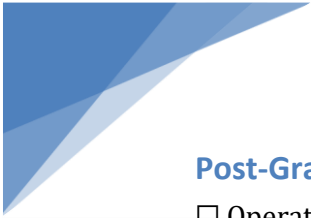
Attach a completed Project Budget with sources and uses of project funds. Identify how grant funds and match funds will be utilized.

Business Plan

- Business Description
- Cash Flow Projection (Projected Revenue & Expenses)
- Balance Sheet

Other

- Two years of business tax returns (or personal tax returns for startups)
- Supporting documentation for 1:1 cash match



Post-Grant Reporting Agreement

- ☐ Operate a brick & mortar location within Bath for at least 2 years;
- ☐ Retain regular open hours;
- ☐ Submit proper invoice and payment documentation within 6 months;
- ☐ Report project completion;
- ☐ Participate in future BDC marketing & promotional materials about the grant.

Certification and Signature

I hereby certify that the information provided in this application is true and complete to the best of my knowledge. I understand that submission of this application does not guarantee funding and that the Bath Development Corporation has the right to reject any and all applications.

Applicant Name (Print): _____

Signature: _____

Date: _____

Please return completed application and required documents to:

The City of Bath- Bath Development Corporation
c/o Misty Parker, Director of Economic & Community Development
55 Front St,
Bath, ME 04530

FMI: Contact Misty Parker at mparker@cityofbath.com or 207-443-8330