

# Holiday Window Enhancement Grant 2023



## What is it?

- A one-time grant to assist members with enhancing and improving holiday/winter window display decorations. The grant is a maximum of \$500 per business
- In order for a business to be eligible for the grant they must be at storefront level.
- By applying for this grant, you are automatically entered into Downtown London's 2023 Window Display Contest.

**Deadline: Limited funding available. Apply while supplies last.**

## How does it work?

- Business owners contact Downtown London staff to express interest in the grant, share the scope of interested materials (to check eligibility) and projected costs. Staff send out applications for business owners to submit eligible work for the grant.
  - Owner completes the application form, including the proposed expenses, and submits this form to Downtown London staff for approval.
  - Business owner submits official paid receipts for approved expenditures.
  - Staff review submitted application, copy of receipt/cancelled cheque or e-transfer receipts to verify actual expenditures; approve payment of a maximum of \$500 per business.
- Note: Staff are bound by strict confidentiality agreements and cannot share information you submit for review and approval.**

## What businesses are eligible?

- All downtown businesses that are at the storefront level and are looking to decorate their window.
- Expenses must be dated between **January 1, 2023 and November 24 2023.**

## What purchases are eligible?

- Winter themed decorations
- Holiday decorations
- Decorative window paint
- Lights
- Winter greenery

## Where do I apply?

- Completed applications and receipts should be submitted to:

Vicki Smith, Downtown London  
123 King Street, London ON N6A  
1C3 (519)663-2002 ext 102  
Vicki@downtownlondon.ca

## When would I receive the grant?

- Upon completion of the approved work, after you have paid for the decorations and submitted a copy of your purchase/receipts to Downtown London for reimbursement.
- Staff will pay grant via Automated Funds Transfer (AFT) to your account.



# Downtown London 2023 Holiday Window Display Enhancement Grant Application

⇒ *Consult with Downtown London staff to ensure you maximize all funding available for your Downtown London business.*

## APPLICANT INFORMATION

Legal name of applicant:

BUSINESS OR CORPORATION: \_\_\_\_\_

Business Owner Applicant

Name: \_\_\_\_\_ Mobile #: \_\_\_\_\_ Store #: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Business

Retail       Restaurant       Personal Services       Other \_\_\_\_\_

## PROPERTY INFORMATION

Business Information

Address of Business

Applying for the Grant: \_\_\_\_\_ Unit #: \_\_\_\_\_

Landlord Information

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

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



