

Town of East Granby

Project Incentives Application

1. Applicant Contact Information

Legal Name of Applicant (i.e. the legal entity that will pay property taxes):

Property/Project Address:

Contact name:

Contact role/position:

Contact number:

Contact email:

Contact mailing address:

2. New Business Development / Business Expansion Abatement

If you will own the real estate in which improvements will be made, please complete this section below. If you will be leasing space, please complete the section below "Commercial Lease Vacancy Abatement".

1. Please provide a description of your project. This should include a brief history of the Applicant, the benefits that the project will bring to the town such as the number of new jobs created and investments to be made.
2. Please attach, or provide below a Sources of Funds and Uses of Funds for your project.
3. Please provide an estimated timeline for your project including all relevant milestones (e.g. site control, acquisition, permits, approvals, certificate of occupancy, financing etc.).
4. List of all other incentives the Applicant is or will be applying for (and status of applications).
5. If relocating from another town, provide a three-year history of tax assessments and payments to the municipality or municipalities and/or other political subdivisions in which its business was operated.

3. Commercial Lease Vacancy Abatement

If you will lease commercial space, please complete this section below. If you will or do own the property that will be improved, please complete the section above.

1. Please provide a description of your project. This should include a brief history of the Applicant, the benefits that the project will bring to the town such as the number of new jobs created and investments to be made.
2. Please attach, or provide below a Sources of Funds and Uses of Funds for your project.
3. Please provide an estimated timeline for your project including all relevant milestones (e.g. site control, acquisition, permits, approvals, certificate of occupancy, financing etc.).
4. List of all other incentives the Applicant is or will be applying for (and status of applications).
5. If relocating from another town, provide a three-year history of tax assessments and payments to the municipality or municipalities and/or other political subdivisions in which its business was operated.

6. Please provide the contact information (name, phone, address, email) for your landlord.
7. What is the square footage of the space you propose to lease?
8. What is the term of your lease?
9. How long has the space been vacant? Please provide the date when the last lease terminated.
10. Provide a copy of the to-be-executed lease and clearly indicate on which pages the following can be found:
 - a. Term of lease (must be for a period no less than the term of the tax abatement)
 - b. Square footage of area to be leased
 - c. These tax incentives must be clearly recited in the lease

4. Application Fee

All Applicants should include with this application a payment of one thousand dollars (\$1,000) payable to the Town of East Granby. Please indicate the Applicant name on the payment.

5. Submission Instructions

Please submit this application, fees and all attachments to the Director of Economic Development at the East Granby Town Hall, 9 Center St, East Granby, CT 06026. Include an electronic copy to laurah@egtownhall.com.