



RUSHDEN TOWN COUNCIL

SHOP FRONT IMPROVEMENTS RUSHDEN

Rushden Town Council offers to Rushden retailers a grant to assist with shop front improvements. All grants must meet the criteria listed below and will be assessed by our Policy and Resources Committee.

- A maximum of £750 will be awarded per application
- Any monies awarded must be match funded by the applicant.
- Improvements work must include works to the fabric of the building i.e repainting, repairs to woodwork, windows, doors etc. Grants will not be given solely for new signage, although signage costs will be considered as part of a wider improvement scheme.
- A detailed sketch of proposed works to accompany application and indication of proposed paint colours, finish and materials.
- Rushden Town Council must see written evidence of expenditure.
- Any shop front improvement works must follow the guidelines of the East Northamptonshire Council Shop Front Design supplementary planning document (see enclosed)
- Any necessary planning permissions/building consents must be granted before any monies will be released by Rushden Town Council.
- Any successful applicant will be required to display the Rushden Town Council Shop Front Grant signage for a minimum of 3 years.
- Work already undertaken will only be considered if it has carried out within the last six months



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SHOP FRONT IMPROVEMENTS GRANT APPLICATION FORM

Name of Business:

Full postal address of premises:

Telephone number:

Fax number:

Email:

Business type:

Full names of applicants:

Are the premises Owned Leased (please state expiry date)

Rented (please state terms)

If leased or rented, do you have permission from the landlord to undertake improvements: Yes / No

Please supply name, address and contact details of the Landlord

Give brief description of planned works:

**Please enclose sketch of planned works,
together with an indication of proposed paint colours*

Total estimated cost of planned works:

Should the application be granted, who should the payment be made to;

Sort Code

Account Number

- **Please return completed forms to:**
***The Town Clerk, Rushden Town Council, Rushden Hall, RUSHDEN, Northants
NN10 9NG***