



# Sandwich Board Sign Grant Application

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

Business: \_\_\_\_\_

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

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

Vendor or person building the sign: \_\_\_\_\_

## **Eligibility requirements for grant:**

- Grants are available to business or property owners within the Business Improvement District.
- Proper permits must be obtained from the City of Neenah. An annual Permit can be applied for at the Community Development Department located on the 3rd floor at City Hall.
- Any signs contracted for or completed prior to the approval of this application for funding under this program will not be eligible for cost reimbursement.
- Compliance with the guidelines outlined in the City of Neenah sign ordinance no. 1346 passed December 6, 2006.
- Single time only requests. Not recurring.

## **Up to \$100 is available for each sign. 1 to 1 match**

Please submit the following:

- A sketch of the proposed sign design.
- Materials used: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Sign costs: \_\_\_\_\_
- Quote, bid or statement with pricing.

The BID Retention and Recruitment Committee will review the applications and make a recommendation to the BID Board. Please allow approximately 4 to 6 weeks to complete this process.

Following approval and purchase, submit a paid invoice and canceled check or credit card receipt for reimbursement.

If you have questions please call Sara at Future Neenah, Inc. (722-1920).