

Waterford City & County Council
NEW Non Competing Retail & Commercial Services Grant Application Form

Instructions for completing Application Form:

1. Please ensure you have read the Waterford City & County Council Non Competing Retail & Commercial Services Grant Scheme.
2. Please ensure that all required documents as outlined in the Checklist are submitted with your application form as failure to do so will delay the processing of your application form and may result in refusal of an application.

Personal Details

1. Name of Applicant

2. Address for

Correspondence

3. Email Address

4. Contact Phone Number

5. PPS Number

6. Have you traded as a retailer in Waterford in the last two years?

Note: Only those who have not traded for the last two years are eligible.

Yes No

Retail Details

7.1 Please indicate what type of retail business you propose to operate, tick all that apply.

Note: Some retail sectors are not eligible for assistance under this scheme.

Retail Services

7.2 Please provide a brief description of your business proposal.

7.3 How many people will be employed (including owner manager) in this business?

Premises Details

Note: Please enclose a photograph of this unit.

8.1 Proposed Retail Unit Address _____

Note: Only properties located in Level 3 and 4 towns in Waterford. See scheme details for list of towns where scheme is applicable.

8.2 Please indicate what floors of the unit will be used i.e. 1st, 2nd etc., and sq m of floor space to be utilised.

9.0 Is this a new (previously unoccupied) retail unit? Yes No

10.1 If this is a vacant unit, please indicate the date this Retail Unit was last occupied.
Note: please submit a letter from the letting agent or landlord confirming last occupied date. The retail unit must be vacant for a minimum of 3 months to be eligible.

10.2 Please indicate the previous use of the retail unit.

11.0 Do you own the property? Yes No

12.1 Are you leasing the property? Yes No
Note: A copy of the lease agreement must be included with your application.

12.2 Please indicate the period of lease (start date and end date).

Start Date _____ End Date _____

13. Non Competing

Please demonstrate why this business will not cause displacement or direct competition to an existing Waterford based business in your catchment area.

Application Process

Completed Applications should be submitted by post to:
Non Competing Retail & Services Grant Scheme,
Director of Economic Development,
Waterford City & County Council,
City Hall,
The Mall,
Waterford

Closing Date for receipt of applications: 31st December 2016

Checklist	✓
Completed Application Form	
Photograph of proposed commercial premises	
Letter from agent or landlord outlining last occupied date	
Copy of lease if applicable	
Map of Catchment Area	