**APPLICATION FORM FOR SUPPORT FROM KENDALBID**

|  |  |  |
| --- | --- | --- |
| **1.Name of Business** |  | |
| **2. Contact Name** |  | |
| **3.Contact Address**  **Postcode** |  | |
| **4. Day Time - Tel Number** |  | |
| **5. Email Address** |  | |
| **6. Website/ Twitter** |  | |
| **7. Description of a new project or specific activity.** |  | |
| **8. How will this add value to the BID Area and Businesses?** |  | |
| **9. How will you prove it has added value? Explain what you hope to achieve and how you will show it has happened. The BID process is measured on certain KPI’s please refer to these. You will be asked to provide this information as a condition of support. You do not need to meet all KPI’s as not all may be achievable through your project but we expect that you will be able to achieve at least 1.** |  | |
| **10. When and Where will the project take place?** |  | |
| **11. Is it a New Event/project or activity or linked to a special event/activity already happening in Kendal BID area?**  **Who will this project be aimed at (specific business sector and/or public)** |  | |
| **13. If you were not awarded the full amount you were looking for what would the impact be on your project?** |  | |
| **14. Please indicate who your support business from the BID area is (please provide all contact details) .**  **15. Who will manage the project and how will it be managed?** |  | |
| **16. FINANCIAL INFORMATION** |  | |
| **16a Please tell us about any matched funding confirmed and separately hope to have confirmed. Including named partners, value and activity (are the activities the same thing or different elements). Please also indicate your contribution and for what activity. The more information you provide here will help speed up the process.**  **Please also indicate the total costs of the individual activities you have funding for and explain if there are any short falls how you will mitigate the shortfall. This is to establish if you have a viable project. Please use a separate piece of paper if you need to add further detail, however it must be in bullet format only.** |  | |
| **16b**  **BID Contribution (please detail exactly which activities the BID Funding will be used for wholly or in part )** |  | |
| **16c**  **Please indicate your total costs (if you have had to get quotes please attach these with your application)** |  |  |

Declaration on behalf of the organisation, group or company. I confirm that:

* The information on this form is correct.
* The funding for the project will be confirmed before commencement, or adjustments made and the budget resubmitted to BID for approval.
* That any form of licence or other approval for this project has been received or will be prior to the commencement of this project eg Musical entertainment licence, permission to use a public space and completion of a contingent Risk Assessment Form and any method statements
* That the necessary public liability insurance etc will be in place prior to commencement of the project
* Audited Accounts of the event will be held and made available on request.

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position within Organisation, Group or Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_