

City of La Center COVID-19 Relief Fund Business Application



The La Center COVID-19 Relief Fund is for residents of La Center and owners of businesses located in La Center. Grants are available to mitigate financial impacts of COVID-19 on residents and businesses. Applications are due on **November 16, 2020 at 5:00 PM** and will be reviewed as received. Funding decisions will be made within 30 days. Only complete applications including the required supporting documentation will be reviewed. Submit completed applications to Clerk@ci.lacenter.wa.us or mail/deliver to City Hall, 214 E 4th St. The City will notify you of the decision and a check will be mailed to you within 30 days.

Business Application

Instructions

1. Your business must be located in the City of La Center.
2. You must have a valid Washington State Unified Business Identifier (UBI) number, a current La Center business license and you must be current on all State and other regulatory requirements.
3. Your business must have been open and active as of March 26, 2020.
4. You must have a maximum of 25 full time employees.
5. You must complete the entire Business Application.
6. You must submit the required documents to support your request.
7. Only one grant per business. Maximum grant of up to \$1,000.
8. Applications reviewed as received.
9. Grants are for cost reimbursement only and NOT available to cover any loss of revenue.

Section 1: Contact Information

Name of Business:	
Nature and Type of Business/Industry:	
Number of Full Time Employees as of March 1, 2020:	
Name of Business Owner: First Middle Last	
Business Physical Address: Number, Street & Unit Number, City & Zip	
Business Mailing Address: Number, Street, City, Zip	
Contact Phone:	Contact Email:

Section 2: COVID-19 Impact on Business

During the COVID-19 event our business has been impacted financially because: (check all boxes that apply)

_____ Business had to close for ____ weeks

_____ Customer capacity reduced by ____ percent

_____ Sales declined by ____ percent

_____ Other:

Section 3: Grant Request

I am asking for assistance with the following expenses (maximum grant = \$1,000):

Past Due Bills

Utility	Past Due Amount as of October, 2020	Bill Enclosed (X)
Telephone/Cell Phone		
Electricity		
Natural Gas		
Water		
Sewer		
Garbage/Recycling		
Rent/Mortgage		
TOTAL:		

Enclose copies of past due bills and other supporting documentation if needed

Expenses Directly Related to COVID-19

Expense	Amount Incurred as of October, 2020	Invoice Enclosed (X)
Personal Protective Equipment		
New Signage		
Thermometers		
Cleaning Supplies		
Screens/Dividers		
Other:		
TOTAL:		

Enclose copies of invoices and other supporting documentation if needed

For questions contact Manager of Administrative Services – Maria Swinger-Inskeep at clerk@ci.lacenter.wa.us.

I affirm that all of the above information is true and correct.

Signature

Date