

CITY OF MAYVILLE

FAÇADE IMPROVEMENT PROGRAM AGREEMENT

All applicants to the City of Mayville (“the City”) Façade Improvement Program (“the program”) agree to the following contractual stipulations as a condition of enrollment in the program. This Agreement modifies the terms of the program Application.

- I. **Funding.** Funds for applicants enrolled in the program are subject to availability. The City may terminate its obligations to pay Applicant in part or in full without notice if the program lacks sufficient funding from the City to pay Applicant.
- II. **Condition Precedent.** Applicants shall complete the facade renovation within one hundred and twenty (120) days of the date the Application is approved by the City.
- III. **Proof.** Applicants must send in the Certificate of Completion, photographic documentation of completed work, and an invoice for work completed within one hundred and twenty (120) days of the date the Application is approved by the City.
- IV. **Release.** Applicant agrees and releases to the City and its agents the right to use photos of Applicant’s improvements in print, visual, and digital media for the City’s promotional purposes, including but not limited to, brochures, advertisements, websites, and social media.
- V. **Incorporation.** This Agreement hereby incorporates all Terms and Conditions set forth in the Application without limitation. This includes but is not limited to the following conditions:
 - a. The Applicant must not be delinquent in property taxes, assessments, or utility bills, including past or current years.
 - b. The façade renovation must meet the specifications identified in the Application, the requirements of the City Zoning Code, and design standards identified in the Mayville Municipal Code.
 - c. Any contractors employed to construct the improvements have been paid in full.
 - d. Program applicants who receive funds from the program are not eligible to apply for additional program funds for a period of twenty-four (24) months after receipt of funds.
- VI. **Maintenance of Improvements and Repayment of Funds.** The Applicant agrees to properly maintain all improvements completed under this Agreement for at least three (3) years after they are completed. If the improvements are removed or allowed to fall into disrepair, the Applicant shall immediately return all funds provided hereunder to the City. The City may, in its discretion, waive the right to return of funds in the event the Applicant goes out of business.
- VII. **Acceptance.** The Applicant agrees that it accepts these terms as a condition of its participation in the program.

X _____ Date: _____

Name: _____

X _____ Date: _____

Program Coordinator

CITY OF MAYVILLE
FAÇADE IMPROVEMENT PROGRAM

CERTIFICATE OF COMPLETION

Applicant Name: _____

Applicant Address: _____

Date of Completion: _____

I certify that on the above date, work was completed on the façade of the property at the above address. I further certify that I have met all program requirements provided by the program Application and program Agreement. Included with this Certificate of Completion are accurate photos documenting the improvements, and a paid invoice for the work completed.

Applicant Signature: _____

Date: _____

Return to:

City of Mayville
Community Development Authority
Façade Improvement Program
15 S. School Street
Mayville, WI 53050