



**Office use only** Project number

# Local Heritage Fund application for financial assistance

Complete this form to request financial assistance for the maintenance, restoration and renewal of your heritage building. The purpose of this grant is to create greater interest in the conservation of heritage properties within Muswellbrook Shire.

You are encouraged to contact Council's Heritage Advisor to discuss your project, including how it satisfies the criteria for eligibility. The service is provided free of charge. To arrange an appointment call Council's Environmental Services Department on 6549 3745.

It is proposed that the maximum level of funding per project will be limited to \$2,000 with matching finance from the applicant. Council may consider allocating greater funding if exceptional circumstances can be demonstrated.

Approved projects must be completed prior to March the following year.

## Applicant details

Given names

Postal address

Daytime phone  After hours phone (if applicable)  Fax

Email

## Subject land

Unit/Shop/Suite no.  Street no.  Street name

Township

Current use of subject land   
e.g residential, restaurant

## Detail work to be carried out

The proposed work must be detailed in a clear item by item job schedule including the cost of the work and submission of written quotes where relevant. Depending on the scale of the work, structural plans and/or sketches may be required. In all circumstances, photos of the building should be included as a physical record prior to the commencement of the works. Following completion of the work photos are required to demonstrate satisfactory completion.

## Funding

A maximum amount of \$2,000 may be sought. Must be matched dollar for dollar by application.

Estimate total cost of works

What amount are you seeking with this application?

## Privacy notification

The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information may be officers within the Council, data service providers engaged by the Council from time to time or any other agent of the Council. The supply of the information by you is/is not voluntary. If you cannot provide or do not wish to provide the information sought, the Council may/will be unable to process your application. Council is collecting this personal information from you in order to provide Council approved services. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act. Address enquires concerning this matter to the Public Officer.