

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 Administration Office on 6549 3700.

It is proposed that the maximum level of funding per project will be limited to \$4,000 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

Name _____ Phone _____
Postal address _____ Mobile _____
Email _____ Signature _____

Site details

 Details can be obtained from rates notice, property deeds or Council property maps

Unit/shop/suite no _____ Street no _____ Street Name _____
Suburb _____ Current use of land
e.g. residential, restaurant _____
Lot/portion no _____ Section no _____ Deposit/strata plan no _____

Details of 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 \$4,000 may be sought. Must be matched dollar for dollar by applicant.

Estimated 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
- Any other agent of the Council
- Financial institution involved in the process

The supply of the information by you is voluntary. However, if you cannot provide

or do not wish to provide the information sought, the Council may 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 privacy matters to the Public Officer.