

Timmins Municipal Accommodations Tax Fund Application

BACKGROUND

Please answer all of the questions applicable to your project.

1. Legal Name of Applicant

2. Business Registration Number

3. Business Name or Operating Name (if different from legal name)

4. Type of Legal Entity of Applicant

- Sole proprietorship
- Corporation (for-profit)
- Corporation (not-for-profit)
- Partnership
- Other (please specify)

5. Lead Contact Information

Name

Company

Address

Address 2

City

Province

Postal Code

Country

Email Address

Phone Number

6. Title of Lead Applicant

7. Lead Contact Website URL

8. Alternate Contact Information

Name	<input type="text"/>
Company	<input type="text"/>
Address	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
Province	<input type="text"/>
Postal Code	<input type="text"/>
Country	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

9. Title of Alternate Contact

10. Alternate Contact Website URL (if different than above)

11. Select the project type that best suits your request

- | | |
|--|--|
| <input type="radio"/> Product Development Project - Planning (feasibility studies & business plans) | <input type="radio"/> Event Bid Submission |
| <input type="radio"/> Product Development Project - Start-up/Expansion | <input type="radio"/> Event Hosting |
| <input type="radio"/> Product Development Project - Capital (infrastructure, buildings, and/or equipment for a maximum of \$50,000.00) | <input type="radio"/> Marketing |

12. Proposed start and completion dates (indicate the proposed project start/completion dates based on the project implementation schedule):

Start Date

Date

Completion Date

Date

13. Amount requested from the Municipal Accommodations Tax (MAT) Fund:

14. Briefly describe the nature of your organization/business:

15. Please describe the governance structure of the organization include a list of key staff their roles.

16. Please identify any other related initiatives to this project that you're aware of that have been undertaken in the city of Timmins.

17. Demonstrate the need or demand for the proposed project. Why do you think your project would be successful? What experience do you have with this type of activity?

18. Has your entity ever been funded by the City of Timmins, the Timmins Economic Development Corporation, Link North, and/or The Business Enterprise Centre?

Yes

No

19. If yes, what did your entity receive funding for?

20. Does the applicant owe the City of Timmins any money for taxes or other purposes that are past due?

Yes

No

21. If yes, please elaborate:

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PROJECT DETAILS

22. Project Name:

23. Describe the project that is being presented and its importance to the community (max. 250 words):

24. Specify project objectives and how the project does and/or will contribute to tourism development in the city of Timmins:

25. List each person having a legal or beneficial interest in the project, including all partners, affiliates, and persons related for the purposes of the *Income Tax Act*, RSC 1985, c1.

Partner 1

Partner 2

Partner 3

Partner 4

Partner 5

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ECONOMIC BENEFITS

26. Describe how the project promotes economic growth innovation and/or job creation in the city of Timmins. Please forward an Ontario Tourism Regional Economic Impact Model (TREIM) or Sport Tourism Economic Assessment Model (STEAM) report to tedc@timmins.ca

27. Complete all that apply:

Estimated number of out-of-town visitors visitation (80 km plus)

Estimated visitor spending generated

Estimated number of conferences or event attendees

Estimated number of non-local conference or event attendees

28. How will you attract out-of-town participants/visitors to your event? And what assumptions are you basing this on (e.g. past events, model in other community)?

29. What regions are you targeting?

30. What media will you use?

31. What methods will you use to track the number of hotel visits as a result of your event? This will be important for the final report.

PROJECT COSTS AND FINANCING

32. Has private sector funding been considered and/or is it applicable?

- Yes
- No

33. In addition to the funding partner listed in your submission, are there other government funding programs that you have applied to or approached?

- Yes
- No

34. If yes, who else have you contacted?

35. Total Project Costs:

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OTHER INFORMATION

36. If the project is funded, are there any potential issue related to the project that the TEDC should be made aware of?

- Yes
 No

37. If yes, please explain:

38. What permits and/or approvals are necessary to develop the project? Please indicate the status of each.

39. Is any key information missing from your application that will be submitted at a later date?

- Yes
 No

40. If yes, please explain what will be provided at a later date:

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DOCUMENTS TO BE SUBMITTED WITH YOUR APPLICATION

Please submit all requested documents to the Timmins Economic Development Corporation via tedc@timmins.ca

41. Have you completed the project costs and funders tables? If not, please complete before submission. If yes, please submit.

Yes

No

42. Does your organization have a Board resolution(s) supporting the project? If yes, please submit.

Yes

No

43. Does your organization have a legal registration and/or a Master Business Licence? If yes, please submit.

Yes

No

44. Is your organization a corporation? If yes, please provide: (i) articles of incorporation, amendment, and/or amalgamation; (ii) shareholder register; (iii) director register; and (iv) officer register.

Yes

No

45. Does your organization have documentation confirming partner funding commitments or confirmation of acceptance of application to other funding sources? If yes, please submit.

Yes

No

46. Does your organization have a copy of its most current, audited financial statements (1-3 years) that have been approved by the Board? If yes, please submit.

Yes

No

47. Does your organization have copies of consultant's reports related to your request? If yes, please submit.

Yes

No

48. Does your organization have copies of estimates and quotes for project expenses? If yes, please submit.

Yes

No

49. Does your organization have proof of appropriate insurance, including \$5 million in liability? If yes, please submit.

Yes

No

50. Is your organization governed by a Board of Directors? If yes, please submit a list of all the board members.

Yes

No

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CERTIFICATION

51. As the Applicant or an authorized signing officer of the Applicant, I certify to the Timmins Economic Development Corporation (TEDC) that the information contained in the Application Form, which includes supporting documentation submitted herewith, is true and complete in all respects. If the TEDC discovers that the Application Form contains any material misrepresentation, this Application Form shall be deemed to be withdrawn immediately by the Applicant. I agree to provide any additional information that the TEDC may reasonably require for the purposes of assessing this Application Form and administering its Municipal Accommodations (MAT) Fund. I also certify that upon completion of the project described in this Application Form.

Yes

No

52. Applicant/Authorized Signing Authority and Date

Applicant/Authorized
Signing Authority Name

Date