Checklist

Remember to include the following along with your fully completed application form as failure to do so will delay processing of your application:

- [ ] Copy of lease/rental agreement.
- [ ] Copy of tax clearance certificate
- [ ] Proof of vacancy of the building for a period of 6 months or more.
- [ ] Section 32 Form to be completed for subject premises
- [ ] Completed Standing Order
- [ ] Email complete application form and required documents to Linda Meredith at: businesssupport@laoiscoco.ie or addressed to: Áras an Chontae, JFL Ave., Portlaoise, Co. Laois, R32 EHP9

For Further Information Contact
The Business Support Unit
T: 057 866 4000 E: businesssupport@laoiscoco.ie

Mountrath Business Incentive Scheme 2019 For Vacant Premises

Huge Savings On Commercial Rates

Laois County Council
Áras an Chontae, Portlaoise, Co Laois

connect Laois

Business Incentive Scheme

The Business Incentive Scheme is to encourage the use of vacant commercial premises within designated areas of **Portlaoise, Mountmellick, Mountrath, Abbeyleix, Rathdowney** (Rathdowney Outlet included) & **Portarlington** over a three year period. The intent of the scheme is to provide a grant incentive for new businesses to locate in premises that have been vacant for a period exceeding six months and to encourage diversity of retail opportunities within the social heart of each town. By encouraging the use of vacant commercial properties the scheme will also support the regeneration and revitalisation of towns and help to improve streetscapes, while simultaneously contributing to increased footfall for existing businesses

What's It All About?

- Promote the development and enhancement of retail floor space in the town centres.
- Enhance the vitality and viability of the town centre and commercial well being of the towns.
- Support the continued role of the town centres and its primacy in the retail hierarchy.
- Encourage new businesses to occupy commercial premises/shops that have been vacant over a period of time.
- Encourage diversity of retail opportunities within the town centre/retail core area of designated towns in the county.
- Provide limited financial assistance to make it more attractive for new businesses to establish in areas where there are vacant shops.
- Provide rates income to Laois County Council that otherwise would not be available.
- Job creation and employment.

Office Use Only

Property No. / Account No._____

Total Amount of Rates due for 2019:€_____

Rateable Valuation:_____

Checklist

Copy of Lease/Rental Agreement ◯

Copy of Tax Clearance Certificate ◯

Proof of Vacancy of building for a period of 6 months ◯

Completed Standing Order ◯

Year	Total Rates Due €	Grant %
Year 1		75%
Year 2		50%
Year 3		25%
Year 4		No Grant 100% rates due

Date Received:_____ **Grant Amount Yr 1:**_____

Date Meeting Held:_____ **Grant Amount Yr 2:**_____

Approval Date:_____ **Grant Amount Yr 3:**_____

Disclaimer - Please Read Carefully

It will be a condition of any application for funding under the terms and condition of the Business Incentive Scheme for vacant commercial premises that the applicant has read, understood and accepted the following:

(1) Laois County Council shall not be liable to the applicant or any other party, in respect of any loss, damage or costs of any nature arising directly or indirectly from:

(a) the application or the subject matter of the application
(b) the rejection for any reason of any application

(2) Laois County Council shall not be held responsible or liable, at any time in any circumstances, in relation to any matter whatsoever arising in connection with the administration of activities

Declaration by Applicant (s)

We apply for the appropriate grant (75% Year 1, 50% Year 2 and 25% Year 3) in accordance with the Business Incentive Scheme for the premises at

_____

On behalf of _____

I/We have read and understood the Business Incentive Scheme for vacant commercial premises and agree to comply in full therewith. I/We certify that all information provided in this application, and all information given in any documentation submitted in support of the application is truthful and accurate.

Name: (in block capitals): _____

Signed: _____ **Date:** _____

On behalf of : (company/organisation's name): _____

Position: _____ **Date:** _____

Eligibility Criteria for the Business Incentive Scheme

- The shop unit must be rated or rateable.
- Premises vacant for more than six months would be eligible for a grant of 75% of rates in Year 1, 50% in Year 2 & 25% in Year 3.
- Three years would be the maximum allowed for the grant regardless of the period the premises has been vacant.
- In Year 4 the full amount of the rates due must be paid in the financial year.
- The property must be owned by the applicant or subject to a minimum 12 month lease. Evidence of rent/lease agreement to be provided.
- The scheme shall not apply to any business or person who owes money to Laois County Council at another location.
- The scheme shall apply to the use of authorised premises only (where is unauthorised development or ongoing enforcement under planning legislation this should be regularised in advance of any application).

Building Location

The building must be situated within the designated area in each of the towns listed.

History Of Being Vacant

The building must be an existing building that has been vacant continuously for a period of more than six months. The Council may ask for evidence that a building has been vacant for the specified period. A building may be deemed to be vacant if the building has not been used for any retail, commercial or other business activity.

Proposed Use

The grant awarded to successful applicants shall only apply to the following types of premises associated with establishing a new business:

- Use as a shop as defined under Class 1 of the Planning & Development Regulations 2001 (and any subsequent amendments).
- Office use as per Class 2 and 3 of the aforementioned regulations.
- Use for medical or health professional clinics.
- Use as a crèche, day nursery or day centre.

Uses Not Covered Under The Scheme

- Takeaways
- Amusement arcades or premises with gaming machines
- Head Shops
- Betting Offices
- Nightclubs/Public Houses
- Unwanted Jewellery (Cash for Gold) or clothes (Cash for Clothes)
- Premises where unauthorised development has taken place or which are subject to enforcement proceedings.
- Business relocating to a similar sized premises within the designated areas will not qualify for grant relief under the scheme.

Payment Of Grant Aid

- A tax clearance certificate will be required as part of the application.
- All approved applicants must sign up to the payment of rates by Standing Order and amount payable must be paid in full in the financial year applicable. Failure to adhere to this will result in the grant being withdrawn.

FREEDOM OF INFORMATION ACT

Laois County Council wishes to advise applicants that, under the Freedom of Information Act 2014, the information supplied in the application form may be made available on request, subject to Laois County Council's obligations under law.

You are asked to consider if any of the information supplied by you in this application should not be disclosed because of sensitivity. If this is the case you should, when providing the information, identify same and specify the reasons for it's sensitivity. Laois County Council will consult with you about sensitive information before making a decision on any Freedom of Information request received.

However, if you consider that none of the information supplied by you is sensitive, please complete the statement below to that effect. Such information may be released in response to a Freedom of Information request.

Name of Applicant (in block capitals): _____

hereby agrees that none of the information supplied is sensitive, and any, or all, of the information supplied, may be released in response to a Freedom of Information request.

Signed:_____

Company/Organisation's name (if applicable):_____

Position:_____**Date:**_____

Information Required for Proposed New Business

Name of Landlord: _____

Address of Landlord: _____

_____

_____

Phone: _____

E-Mail: _____

Amount of Rent per year: _____

Length of Lease Agreement: _____

Copy of Lease Agreement:_____

Rent/Lease Agreement Details

Name of Landlord: _____

Address of Landlord: _____

_____

_____

Phone: _____

E-Mail: _____

Amount of Rent per year: _____

Length of Lease Agreement: _____

Copy of Lease Agreement:_____

Company Information

Company Name: _____

Contact Person: _____

Address: _____

_____

_____

Phone: _____

E-Mail: _____

Parent Company/Business (if applicable)

Company Name:_____

Contact Person: _____

Address: _____

_____

_____

Phone: _____

E-Mail: _____

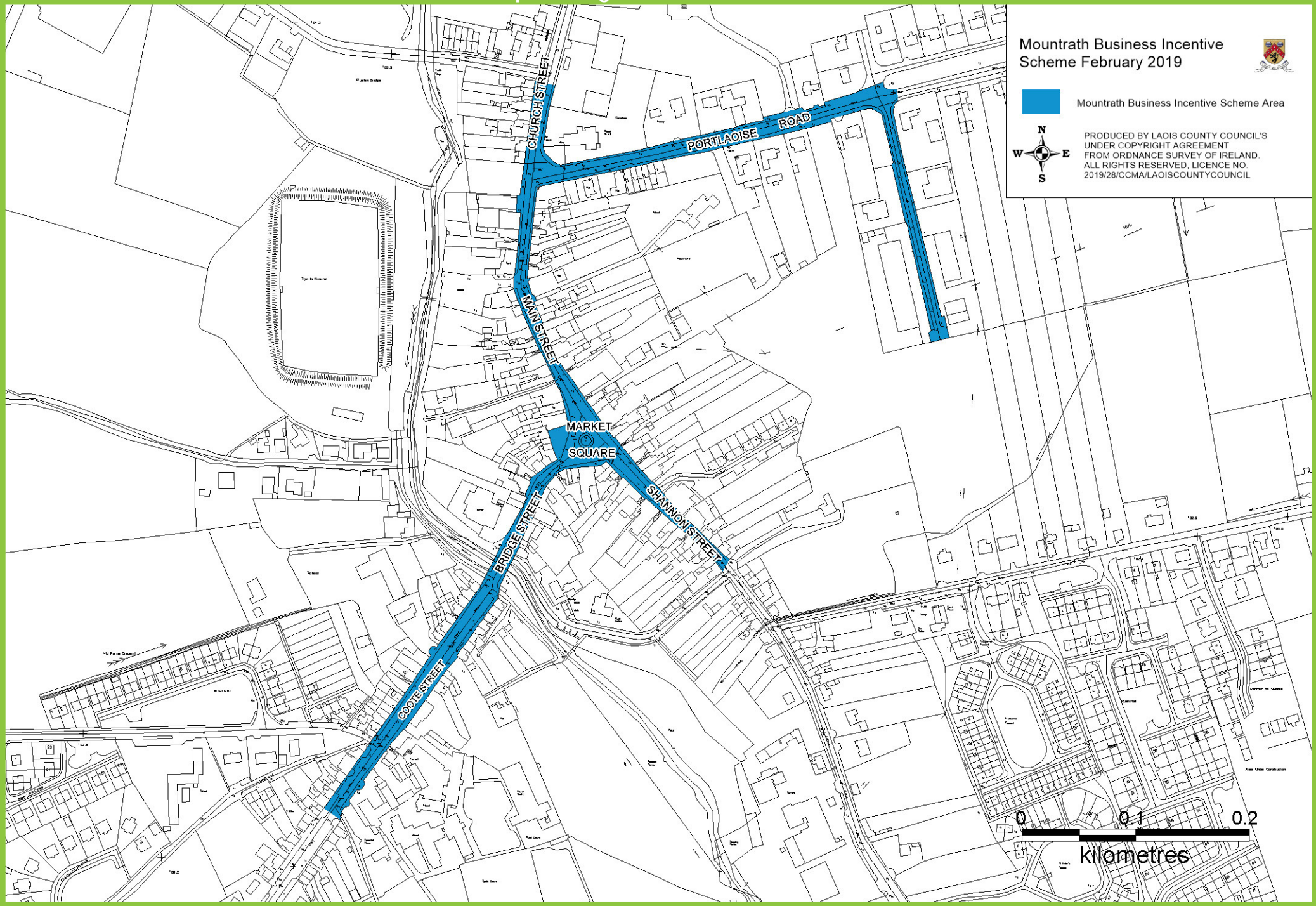
Website Address: _____

Current Business (if applicable)

Type of Business: _____

Total Number of Employees: _____

Address of Existing Business: _____

_____

Map of designated area - Mountrath