



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

BUSINESS APPLICATION: HELPING HAYMARKET

Name of Business: _____

Nature of Business: Restaurant/Fast Food/Service Station/Clothing/Drug Store/Sundries/Lodging/Other Retail Store/Personal Services Establishment/Office Support Services/Tourism Business/Other

Location in Haymarket: _____

Date Opened in Haymarket: _____

Business License Number and Local Tax Status: _____

Impact of COVID-19 on Your Business: Supplies interrupted/Business Closure/Increased Costs/Decreased Revenues/Fewer Customers/Paying Rent or Mortgage/Less Hours/Layoffs/Sick Employees/Costs of Opening Safely/Other

Current Status: Fully Open/Open Limited Hours/Open with Major Changes/Open with Limited Customers/Open With New Modes of Operation or New Services/Headed Toward Full Open/Other

Current Actions Taken to Counteract Impact of COVID-19 on Your Business: Delivering Product/More Ordering Online/New Arrangement of the Establishment/Discounts & Specials/Deep Cleaning/Other

Changes in the Works or Planned:

How You Would Use the Grant Funds:

Rent&Mortgage/Payroll/Utilities/Furnishings/Cleaning/More Technology

****Activities NOT Eligible: Travel, Revenue Replacement, Raises & Bonuses, Routine Marketing/Taxes**

Signed _____

Print Name and Position _____

On behalf of the business

Signed _____

Print Name and Position _____

On behalf of the Town of Haymarket.



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

GRANTEE AGREEMENT: HELPING HAYMARKET

This shall serve as a contract between the Prince William County Industrial Development Authority (the "IDA") and [your business] _____ regarding the use of CARES Act funds for the purpose of relieving Haymarket businesses who have suffered from the impact of COVID-19.

The Town of Haymarket has provided funds to the IDA, following guidelines provided under the federal CARES Act. The Town Council has authorized the IDA to provide grants of up to \$2,000 (unless otherwise specified for allowable expenses) to local businesses who have been adversely impacted by the COVID-19 crisis.

Recipients must certify that their businesses have a physical location in the Town of Haymarket and identify ways in which the current pandemic and the resulting economic crisis have adversely impacted them (the "Adverse Impacts").

The funds are intended to offset the Adverse Impacts by paying ongoing costs such as rents or mortgages for physical facilities, utilities, payroll, seasonal equipment, and also by paying for adaptive activities such as launching or augmenting E-Commerce sales/marketing and additional safety measures such as personal protective equipment, sanitizer and cleaning supplies that are used to make facilities safer for employees and customers.

Recipients must expend 100% of the funds for COVID-19 recovery and resilience by December 15 or return the funds by that date.

Grantee agrees to the following:

- Maintain financial records for all funds, with reports filed with the Town on a monthly basis
- Monitor the use of funds and maintain documentation
- Retain receipts or payroll documentation for expenditures
- File a final report, with financials and all documentation by December 15

All financials related to these expenditures are subject to audit by the Town, county, state and/or federal government.

As owner/manager of this business, I certify that I am qualified to agree to these terms and hereby commit to meeting all requirements. I also certify that all required documentation has been submitted as part of our application.

Signed _____

Print Name and Position _____

On behalf of the business

Signed _____

Print Name and Position _____

On behalf of the IDA.