



Bradford West Gwillimbury Small Business Late Payment Penalty & Interest COVID Relief Program Application

As approved by Council of the Town of Bradford West Gwillimbury (BWG), this program specifically provides relief from Late Payment Penalties and Interest attributable to future Town Property Tax and Utility billings that become due and payable between January 1 and July 1, 2022. Late Payment Penalties and Interest that are attributable to balances owing to the Town for billings that occurred prior to January 1, 2022 are not eligible for relief.

This program is specific to the BWG small business community that has been adversely impacted and subjected to closure or capacity restrictions as announced by the Province of Ontario on January 3, 2022. Applicants are encouraged to review the complete staff report that is located [here](#) on the Town's website.

The Application Process

- Applicant submits a completed Application
- Application is reviewed by Town Staff
- Town Staff and applicant may have discussions to clarify points in the application as
 - needed
- Application evaluated by Town Staff
- Upon approval, the Applicant will not be subject to any Late Payment Penalties and Interest attributable to unpaid Town Property Tax and Utility billings that become due and payable between January 1 and July 1, 2022

In order to qualify, small businesses and property owners must:

- have been subjected to closure or capacity limits under modified Step Two of the Roadmap to Reopen as announced by the Province of Ontario on January 3, 2022;
- have experienced financial hardship as a result of the modified Step Two of the Roadmap to Reopen;
- have active Property Tax and/or Utility account(s) with BWG in the commercial or industrial assessment classes.

Business Information

Are you the:	<input type="radio"/> Owner of the property <input type="radio"/> Tenant at the property		
Business/Company Name			
Name of Business Owner		Phone #	
Name of Business Owner (2) (if applicable)		Phone #	
Business Email			

If you are the landlord, please list your eligible tenants & unit numbers that qualify for this program:

Property Information

Service Address			
Unit #			
What accounts are you applying for the penalty & interest relief from:	<input type="radio"/> Property Tax Account <input type="radio"/> Utility (Water & Wastewater) Account <input type="radio"/> Both		
Property Roll Number:			
Utility Account:			
Type of Business:	<input type="radio"/> Restaurant/Bar <input type="radio"/> Facilities for indoor sports and recreational fitness activities (including fitness centres and gyms) <input type="radio"/> Performing arts and cinemas <input type="radio"/> Museums, galleries, aquariums, zoos, science centres, landmarks, historic sites, botanical gardens and similar attractions <input type="radio"/> Meeting or event spaces <input type="radio"/> Tour and guide services <input type="radio"/> Conference centres and convention centres <input type="radio"/> Driving instruction for individuals <input type="radio"/> Before and after school programs		

Please provide a brief summary on how your business is being impacted by COVID-19 (i.e. Has your business closed? Have you laid off any staff? Etc.)

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<u>Date</u>	<u>Print Applicant's Name</u>	<u>Applicant's Signature</u>
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