

**ATTACH COPIES OF ITEMS REQUIRED FOR COMPLETE APPLICATION
(SEE CHECKLIST)**

**DATA PRIVACY STATEMENT
(TO BE READ BEFORE SIGNING THE APPLICATION FORM)**

All information you provide about you and your business is considered private data.

The information collected from you or from other agencies or individuals (authorized by you) is used to determine your eligibility for the DDA façade program.

We will use your private data only when it is required for administration and management of the program. Persons or agencies with whom this information may be shared include:

1. The local DDA board members who approve all applications.
2. Staff who are involved in the program administration.
3. Auditors who perform required audits of our City programs.
4. Law enforcement personnel in the case of suspected fraud.

Under Michigan’s Freedom of Information Act, individuals or organizations have the right to receive the names, addresses and amount of assistance provided to individuals under this program. However, they are not entitled to see private information about you.

Please sign below:

To the best of my knowledge, the information on this application is accurate and true.

I give my permission to this agency to verify my eligibility and share necessary private data with the local DDA board members, auditors and program staff. I understand that I will be prosecuted for fraud and perjury if I knowingly provided false information.

Applicant’s Signature: _____ Date: _____

Co-Applicant’s Signature: _____ Date: _____

Return Application To:

Gladstone City Hall
Attn: Community Development Department
1100 Delta Avenue
Gladstone, MI. 49837