

# Dingwall Conservation Area Regeneration Scheme (CARS) Application Form

PLEASE READ THE GUIDANCE NOTES BEFORE FILLING IN THE FORM.

Issue of this form does not guarantee financial assistance. You should not start the work on the property before you have received approval of any financial assistance in writing. If work is started before approval is received in writing then this application will be treated as null and void. We will accept certified copies or originals of all verification paperwork.



For Official Use Only



## Part A - GENERAL

### A1 Address of the property where work is to be done: *(Please include the flat number if applicable)*

Address: .....

Postcode: .....

### A2 Is the property a Listed Building:

Yes ☐ No ☐ Not sure ☐

If 'Yes', please give details: .....

### A3 Your details (the applicant):

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other: .....

Surname: ..... Forename: .....

Address if different from A1: .....

Postcode: .....

Telephone (day): ..... Telephone (mob): .....

Email address: .....

### A4 Who owns the property where work is to be done:

*(If there are joint owners, please continue on separate sheet if necessary)*

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other: .....

Surname: ..... Forename: .....

Address if different from A1: .....

Postcode: .....

Telephone (day): ..... Telephone (mob): .....

Email address: .....

**A5 If an agent will be dealing with the application for you, please give their details:**

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other: .....

Surname: ..... Forename: .....

Address if different from A1: .....

..... Postcode: .....

Telephone (day): ..... Telephone (mob): .....

Email address: .....

**A6 Total amount applied for:** Under £25,000 ☐ Over £25,000 ☐

## Part B - ABOUT THE PROPERTY

**B1 Please give a brief description of the planned works:**

.....  
.....  
.....

**B2 Total amount applied for:**

Cost of work £: ..... Professional fees £: .....

VAT on work £: ..... VAT on Fees £: .....

**Total £:** .....

You will need to provide 3 quotes that include full specifications for the work and estimates of the costs, including professional fees.

**B3 When do you expect the works to take place:**

Start date: ..... End date: .....

**B4 Do you require:**

Planning Permission Yes ☐ No ☐

If 'Yes', please give planning reference and/or other relevant details:

.....  
.....

Listed Building Consent Yes ☐ No ☐

If 'Yes', please give listed building consent reference and/or other relevant details:

.....  
.....

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

Owner ☐ Tenant ☐ Life Renter ☐

Other ☐ (please describe): .....

Yes ☐ No ☐

If 'Yes', please give VAT registration number:.....

Signature: .....

Name: .....

## Part D - APPLICANTS DECLARATION

### All APPLICANTS must read and sign below

This is my application for grant assistance towards the cost of the work described in this form. I can confirm that the information I have supplied is, to the best of my knowledge, true and accurate. I understand that if I make a false declaration knowingly this could result in this application being rejected.

Signed applicant(s):

PRINT name of applicant(s):

Date:

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## Part E - OWNER'S DECLARATION

### All OWNERS of the property must sign the declaration

I declare that I am the owner of the property in section A1 and I consent to the application being made for financial assistance in respect of the said property.

Signed applicant(s):

PRINT name of applicant(s):

Date:

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### Completed applications and documentation should be sent to:

The Highland Council Grant and Discretionary Funding Applications  
The Chief Executive's Office,  
The Highland Council Headquarters,  
Glenurquhart Road,  
Inverness  
IV3 5NX

Fax: 01463 702830

Email: [policy6@highland.gov.uk](mailto:policy6@highland.gov.uk)