

Revised: 1/20/09



# Community Housing Maintenance Grant Program Application Part 2 - Final Receipt Register

(Chapter 1495 of the Village of Cuyahoga Heights Building Code)

**Instructions:** Provide detailed information for the sections below.  
If additional space is needed, attach separate sheets.

## Section A:

Name of Property: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Permanent Parcel Number: \_\_\_\_\_

Mailing Address of Owner If Different Than Property Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Contact Person, if not owner: \_\_\_\_\_

## Section B:

### Schedule of Costs and List of Paid Receipts for Reimbursement

Date of Repair Completion: \_\_\_\_\_

Materials \$ \_\_\_\_\_ Labor: \$ \_\_\_\_\_ Total Costs: \$ \_\_\_\_\_

**\*\*Attach each paid receipt and invoice showing repair costs and list them below: Attach another sheet if necessary. Proof of Ownership:** In order to qualify for a grant, the property owner must attach proof of ownership, which may include a copy of a tax bill, mortgage receipt or copy of the deed.

<u>Date</u>	<u>Description</u>	<u>Amount</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### For Official Use Only

Date received: \_\_\_\_\_

Received by: \_\_\_\_\_

Date of post inspection: \_\_\_\_\_

Conducted by: \_\_\_\_\_

<b>Approved for Payment</b>	
Date:	_____
Amount:	_____
By:	_____