

**LETTER OF AGREEMENT
BID SIGN MATCHING GRANT**

The Superior Business Improvement District, hereafter known as the BID, and the commercial property owner or authorized tenant, hereafter known as the Applicant agree as follows:

1. The BID shall:
 - A. Provide financial matching grants for the BID Sign Matching Grant on a first come first serve basis until the fund is depleted or the program is ended by the BID Board of Directors.
 - B. Provide personnel and committee members to administer the BID Sign Matching Grant.
 - C. Have the full authority to approve or deny a grant. Provide an Appeals Process if needed.
 - D. Suspend or terminate this agreement in the event the Applicant fails to perform according to this agreement or when the BID and the Applicant agree to terminate this agreement.
 - E. Award grant when approval is given by the Design Committee and the BID Board of Directors.

2. The APPLICANT shall:
 - A. Submit a completed application to include final approved sign drawings.
 - B. Agree to meet with the BID Design Committee for review of the drawings or sign concepts, contractor information, and cost and construction time line.
 - C. Provide the BID with final sign design and costs for review and final approval if needed.
 - D. Agree to onsite visits by the BID and/or the Design Committee prior to, during and for a final inspection before the grant is awarded.
 - E. Submit to the BID upon project completion, paid invoices, canceled checks (if requested) and lien waivers.
 - F. Agree to and holds the BID and the City of Superior harmless and does hereby indemnify the BID and the City of Superior against any claims or demands of any person or organizations arising by reason of this agreement.

Date:
Applicant (s)
Name:

Signature

Name:

Signature

BID Board Chair:
Name:

Signature