The City of Lynchburg, Virginia

301 GROVE STREET, LYNCHBURG, VA 24501 (434) 455-5858
FAX (434) 528-2794

PARKS AND RECREATION
DEPARTMENT

ATTACHMENT 3
Lynchburg Community Market
Permanent Shop/ Mini- Restaurant Application
Shop _____

The City of Lynchburg reserves the right to reopen the application process if no vendors are found that meet our needed requirements.

Applicant Information

Date: _____

Business Name: _____

Owner(s) Name: _____

Business Mailing Address: _____

_____

_____

_____

Owner daytime phone number: _____

Proposal

If this business is now in operation, please describe the business (include years in operation and current location): _____

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Please describe your business proposal for the Lynchburg Community Market, include a general description of your product(s), your target market, how your business compliments the market mix, etc: _____

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Please provide details of your operations plan, include hours of operation, staffing commitment, and any logistical needs that City staff should be aware of i.e. shipping, storage requirements, etc: _____

Please provide a brief background of owner(s), include management experience and experience in product line of proposed business:

Please provide timeline, include estimate of time needed to renovate Market space, date shop would open: _____

Provide, as an attachment, a sketch of the layout of the space. Please describe the improvements that you will make to the space and will fund:

Please describe the improvements needed to the space that you are requesting for the City to fund:

Please describe any special requirements that are needed for your business, such as a ventilation system for cooking, electrical services, etc.

I have read and understand the Lynchburg Community Market Lease Agreement and Community Market Handbook and agree to abide by all rules and policies of the Community Market and lease agreement. I certify that all of the information contained in this application is true and correct and that supplying false or misleading information is grounds for the termination of the applicant's lease.

_____	_____
Owner name	Owner name
_____	_____
Owner signature	Owner signature
_____	_____
Date	Date