



**APPLICATION FORM FOR
HISTORIC ENVIRONMENT SUPPORT
FUND
(THATCHING GRANT)**



Please complete all sections of this form and remember to sign and date it.
Enclose photographs of the building including a photograph of the length of the building and details of damage to the roof and a copy of the estimate for the work.

ANNUAL CLOSING DATE FOR APPLICATIONS 30TH SEPTEMBER
(Any application submitted after this date will be considered for the scheme in the following financial year's budget)

SECTION A

1. Name of applicant:	
2. Address of building to be thatched: Please provide <ul style="list-style-type: none">• Location map (1st time applicants only)• photos showing the whole building• Photos of the areas requiring repair	
3. Year of construction of building to be thatched:	
4. Address for correspondence: (If different from above)	
5 Contact day time telephone number: Email address:	
6. Do you own the property? If no, who is the legal owner?	YES/NO
7. Do you live in the building?	YES/NO
8. If no, what is the building used for?	
9. Estimated cost of thatching including VAT if applicable*: (Please provide a copy of the estimate, only 1 quote required. The estimate should include a breakdown of the cost of the works) Can you recover VAT on the works?	£ YES/NO
*If the estimated cost of the works is more than £5,000 including VAT please complete Section D	
10. When was the building last re-thatched? (please provide details of what was done, by whom and when)	

11. Please indicate type of existing thatch material (eg marram, straw, reed, heather) and the ridge detail:	
12. How is the existing thatch secured (e.g. netting, chicken wire, stones):	
13. Nature and extent of work proposed: This should include the following <ul style="list-style-type: none"> • The type of thatch • Where the thatching material will be sourced from • How the thatch will be secured (method and materials) • Ridge material and detailing • Any variation from existing style (including changed to ridge and eaves detail and reason for variation) (Please continue on a separate sheet if necessary)	

SECTION B

13. Please provide details of your annual income: £
14. Please indicate whether you are in receipt of: (a) Income Support YES/NO
 (b) Council Tax Relief YES/NO

CHECKLIST

Please remember to:

- Complete all sections of this form and sign and date it.
- Enclose photographs of the building and an estimate of the work.
- Return the completed application to CNES, Development Department, Balivanich, Benbecula, HS7 5LA
- Evidence of Income Support or Council Tax Relief

Please note that you must not start any work (including cutting of thatching material) until you have received grant approval from Comhairle nan Eilean Siar. Otherwise your grant application will not be valid

(If this requirement presents difficulties, contact Hannah Morrison Telephone 01870 604990)

SECTION C

15. APPLICATION AND DECLARATION

I/We _____

Hereby apply for a grant towards the cost of works described in this application.

Signature(s): _____

Status: _____
 (e.g. owner/lessee)

Date: _____

SECTION D

(Only to be completed if the estimated cost of the works is more than £5,000 including VAT)

15(a). For completion by all property owners/ Sole Traders

Annual Gross Income:	£
Annual Expenditure:	£
Savings:	£
Investments:	£
All Property (estimated value):	£
Mortgage (all properties):	£
Other Loans	£

If accounts are available, the two latest full audited sets should be submitted.

Enclosed Yes/ No

15(b). For completion by a Partnership or Limited Company

Please enclose copies of the company's full audited accounts for the last two available years

Enclosed Yes/ No

If the latest accounts cover a period ending more than 12 months prior to the application, please submit draft accounts for the intervening period.