

**CITY OF SPRING LAKE PARK
BUSINESS RELIEF GRANT
REPORTING FORM**

All grant recipients are required to submit a brief report to the City of Spring Lake Park 60 days after the date of the executed grant agreement, specifying how the entirety of the awarded grant funds were utilized. Grant recipients will be required to provide substantially the following information:

Business Name:
Business Address:
Name and Title of Person Completing Form:

What was the total amount of grant funds	\$
Current Operating Status of Business:	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please explain:	
Please specify how grant funds were utilized. Include expenses and amounts up to the total amount of the grant. For example: May rent - \$3,000; Payroll – 2 employees, 2 weeks: \$2,500, cleaning supplied, \$500.	
Please describe the benefits received from the awarded funds:	

Briefly explain any ongoing business impacts from the COVID-19 pandemic:

Is there anything else that the City should be aware of in relation to your application or business?

The undersigned, a duly authorized representative of the Applicant, hereby certifies the foregoing information is true, correct and complete as of the date hereof;

Name/Title of Authorized Business Representative

Signature of Authorized Business Representative

Date