

Commercial/Residential Façade Improvement Program File Inventory

Applicant Name: Hovis + Box LLC (James Box)

Address: 1149 Lake Dr., Cocoa 32922

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| <u>✓</u> | Date: <u>12/10/19</u> | Brevard Property Appraiser Research Deed/Title Research (if applicable) Corporate License Research (if applicable) |
| <u>✓</u> | Date: <u>12/10/19</u> | Complete Application and Supporting Documents Received Income Qualification Verification (if applicable) |
| <u> </u> | Date: <u> </u> | Staff Report/Board Approval |
| <u> </u> | Date: <u> </u> | Letter of Award and Contract Sent |
| <u> </u> | Date: <u> </u> | Signed Contract Returned |
| <u> </u> | Date: <u> </u> | Contract/Mortgage Recorded with County Clerk |
| <u> </u> | Date: <u> </u> | Invoices Submitted |
| <u> </u> | Date: <u> </u> | Building/Property Inspection |
| <u> </u> | Date: <u> </u> | Payment Disbursed |
| <u> </u> | Date: <u> </u> | Copy of Recorded Contract Sent to Applicant |