



CARES Act Grant Application

This information is considered confidential and privileged. It is exempt from the Virginia Public Records Act pursuant to the exemptions for individual tax returns of persons or entities subject to income, estate, personal property, or business license taxes. Submit this application to CARESAct@manassasva.gov or mail to CARES Act, c/o Director of Economic Development, 9027 Center St., Suite 400, Manassas, VA 20110. Applications must be received by June 30, 2020. For questions on this application, call 703.257.8881. [READ APPLICATION GUIDELINES HERE](#)

Applicant/Company Information

1. Company Name _____
Contact/Title _____
Address _____
Phone _____ E-Mail _____
2. Business Address (if different from above)

3. Business type and brief description of goods or services offered

4. Number of Employees _____
5. Percentage of year over year business losses directly related to COVID-19:
April _____ May _____
6. Date business was established in the City of Manassas _____

To complete your application please certify the following information

- I agree to provide the Department of Economic Development with filings or financial statements to prove business losses upon request. This may include VA Sales & Use Tax Return Form ST9, the City's Meals & Lodging Tax Monthly Return Form and/or financial statements.
- I agree to provide a copy of the Employer Quarterly Payroll & Tax Report upon request.
- I will repay all grant funds received from this program if my business ceases operations prior to **December 30, 2020.**

Applicant Signature: _____