



Step-by-Step Action Plan to Lock in Funding

CITY OF
**DAYTONA
BEACH SHORES**
FLORIDA

 **ROY & COMPANY**
REAL ESTATE & INVESTMENT SERVICES



Grant applications must be approved before you execute your official lease or begin construction. Follow this sequence:



1



Request the GC-RD Pre-Application Packet

Contact the Economic Development team at 386-763-7572. Request the official "Lease Subsidy Grant Application" and mention you are targeting the _____ property.

2



Draft a Letter of Intent (LOI)

Work with the property landlord to get a non-binding Letter of Intent outlining your proposed monthly square-footage lease rate. The city will use this to calculate your exact 15% multi-year subsidy.

3



Submit Your Build-Out Schematics

Before applying for structural construction grants, submit a preliminary floor plan showing your kitchen layout, coffee bar, donut display and seating directly to the Permits and Licensing office, located at 2990 South Atlantic Avenue. They will check if the build-out requires variance funding.



Location: 2nd Floor, City Hall,
2990 S. Atlantic Avenue,
Daytona Beach Shores, FL 32118



Phone: (386) 763-5377



Hours:

Monday – Friday, 8:00 AM to 4:00 PM



The City of Daytona Beach Shores is eager to assist with redevelopment and placing businesses on A1A. You may be pleasantly surprised by the results.