



**SAMPLE LETTER OF PERMISSION**  
**ESSEX FAÇADE IMPROVEMENT GRANT**  
**TENANT APPLICANTS**  
*(Property Owner Must Sign This Letter)*

[DATE]

Chesapeake Gateway Chamber of Commerce  
415 Williams Court, Suite 102  
Middle River, Maryland 21220

RE: Façade Improvement Grant Application for [NAME OF BUSINESS], [PROPERTY ADDRESS]

Attention: Director, Essex Development Initiative

I hereby grant my permission to [APPLICANT NAME] of [NAME OF BUSINESS], [PROPERTY ADDRESS] to submit an application to the Essex Façade Improvement Grant being administered by the Chesapeake Gateway Chamber of Commerce. I certify that I have received a copy of the application for funding from the applicant and am fully aware of what is being proposed. I also certify that I am the legal owner of record and that I have the authority to grant this permission to [APPLICANT NAME].

Sincerely,

[SIGNATURE]

[NAME OF PROPERTY OWNER]

[ADDRESS]

[PHONE NUMBER]

[EMAIL ADDRESS]

*NOTE: Applicant must update/input all information in **red** above.*