

WHAT YOU NEED TO KNOW
WHEN OPENING A BUSINESS
In *Downtown* LAWRENCEBURG

INCENTIVES, GRANTS & FINANCIAL ASSISTANCE AVAILABLE:

1. Visit Lawrenceburg Main Street, Inc.'s **ONE STOP SHOP**, 26 E. High Street, in downtown Lawrenceburg, IN 47025. (Located _ block on E. High Street from the Intersection of Walnut & High Streets).
 - a. Call us at 537-4507, or Fax us at: (812-537-4577).
 - b. Or, e-mail: imsa@one.net for information on incentive programs that may be **available to you!**
2. **SIGN AND AWNING ASSISTANCE PROGRAM:** May save you as much as \$1000.00 on your new sign or awning, up to 50% of your cost.
3. Also, ask us about our **PAINT/FIX UP Program**. Lawrenceburg Main Street, Inc. will pay 50% of the cost of paint/labor and supplies up to a maximum of \$1000 for businesses locating in our targeted area.
4. Low Interest Loan Program: Additional incentive programs include our **Low Interest, Link Deposit Loan Program**. Applicants may borrow from \$5000 to \$50,000 at Five Percent Fix for up to five years for improvements to their buildings from participating financial institutions.
 - a. **Low Interest Loan Program:** To stimulate economic development in downtown Lawrenceburg, Main Street and the city of Lawrenceburg developed a **Low Interest, Link Deposit Loan Program** in partnership with the downtown financial institutions for improvements and possible purchase of buildings within the targeted (Central Business District). Contact Main St. for details.
5. **Business Welcome Program:** Lawrenceburg Main Street, Inc. and the Dearborn Chamber of Commerce work together to promote your grand opening through incentive programs with WSCH-Radio and the Dearborn County Register Publications. The chamber works continuously to help promote your business to it membership.

6. **Smart business owners** make Lawrenceburg Main Street, Inc., their first STOP, when opening a BUSINESS in downtown Lawrenceburg.

7. **TECHNICAL ASSISTANCE & BUSINESS TRAINING**: LMS, Inc. works closely with the Dearborn Chamber of Commerce to assist new business owners with access to the Small Business Enterprise Center and the SBA. Additionally, Main St. and the Chamber sponsor workshops that are designed to assist small business and we strongly encourage you to attend these great programs.

8. **JOINT CHAMBER/MAIN STREET MEMBERSHIP**: LMS, Inc. and the Dearborn Chamber of Commerce have a ***Joint Membership*** that helps to reduce your cost to starting up a business in the Central Business District. Benefits of the Joint Membership include, but, are not limited to the following:
 - a. Grand Opening/Ribbon Cutting Ceremony assistance.
 - b. Free Business Labels for all Chamber members for use in sending out your grand opening invitations or other mailings.
 - c. Free (15) radio spots welcoming Your Business, by name, to Downtown Lawrenceburg via our own downtown EAGLE Radio.
 - d. Free use of our Grand Opening Banner. (A \$125 value).
 - e. Assistance with the Dearborn County Register and a one time 25% off discount to be used on promoting your Grand Opening.
 - f. Clearing house functions and networking opportunities provided by the Chamber and Main Street to represent your interests to public officials.
 - g. 50% reduction on your sign/awning, up to \$1000.00.
 - h. Up to 50% off on your Paint/Fix up cost to a maximum of \$1000.00.
 - i. Low Interest Loans at 5% fixed, through participating downtown financial institution.
 - j. Assistance with applying for eligible grants.
 - k. Informative workshops at affordable rates.

9. **SMALL BUSINESS GRANT FUND**: The city of Lawrenceburg has a small business **grant** for eligible businesses to stimulate economic development in the Central Business District. These grants are awarded on a competitive basis and are administered by Administrative Resources association (**ARa**).
 - a. Applications must be submitted to the City of Lawrenceburg by 1 May and are awarded on an annual basis.
 - b. Applications are available from the city of Lawrenceburg and the Main Street office.
 - c. ARa will assist eligible applicants, review the applications and prioritize them for city council's approval.

PERMITS, LICENSES & BUSINESS FEES:

10. A **Business Licenses** is **required** to open a business in Lawrenceburg, Indiana. The Clerk-Treasurer can issue your license. Please pick up an application from the Clerk-Treasurer's office, **212 Walnut Street**. The fee is approximately \$50.00 plus a \$7.00 state filing charge.

11. A **Sign Permit** is **required** for all exterior signs, including window signs. This permit can be obtained from the city of Lawrenceburg zoning enforcement office located in our new, state of the art city municipal building at 230 Walnut Street, directly across the parking lot from our Clerk-Treasurer's office. To contact the city offices call 532-3555, or fax to 532-3559.
 - a. The Enforcement office will need the **dimensions** of your proposed sign, its location on the building, building address and the dimensions. A drawing of your proposed sign/awning is very helpful. (Sample Application attached and available from Main Street and the city building.)
 - b. A fee of \$35-50 is standard. However, unusual requests or a request for a **sign ordinance variance** may substantially increase the processing cost. Visit the Main Street office and review the *Sign Ordinance* to see what may apply to your situation.

12. **Improvement Location Permit Required (New)**: This information is necessary for the city in the event of an emergency and enables the city's staff to get in contact with you quickly.
 - a. The fee is \$25.00 depending on data required. (Sample application attached). This application and your sign permit application may be picked up from the Zoning Enforcement Office within the city building at 230 Walnut Street, and/or from the Main Street office.
 - b. Convenient Visitor parking is available in the city parking lot adjacent to our new, improved city building, 230 Walnut Street.

13. **Building Permits** may be required on some types of construction and improvements. These permits may be obtained from the Dearborn **County Annex Building**, located at Vine and Williams Streets. The county has jurisdiction over these issues and will work cooperatively with you to expedite your project.