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# Path to Premium: WPN Premium Renovation Grant Request

## Construction Improvements

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| **Point of Contact:** |  |
| **Store Owner:** |  |
| **Location Address:** |  |
| **Stand-alone store or inside of a multi-outlet location?** |  |
| **If you are a multi-outlet location, please confirm ability to complete renovations, or please list proper building management / owner for contact.** |  |
| **Are you the decision maker (if not, please provide their information)?** |  |
| **What is the maximum amount of funding you can invest in your renovation (for this fiscal year)?** |  |

## Construction Improvements

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| **Have you received approval from building management / landlord to complete renovations?** |  |
| **Have you contacted any construction companies / contractors?** |  |
| **Does your construction project include any of the following?**  **Electrical**  **Plumbing**  **Carpentry Floor Work**  **HVAC**  **Painting**  **Masonry, Stonework, Tile Setting, Plastering**  **Roofing, Siding, Sheet Metal**  **Concrete Work**  **Specialty Construction** |  |
| **What do you feel is the biggest issue preventing you from reaching WPN Premium?** |  |
| **What are the requirements your facility is missing to become WPN Premium?** |  |
| **What problem is your renovation request solving?** |  |
| **Have you submitted before photos (must have good lighting, be fully clear of people, and be clean and organized)?** |  |
| **Have you submitted a before walk-through video?** |  |
| **Have you submitted a 3D (2D will be acceptable in some cases) renderings of your proposed renovations?** |  |
| **What is the proposed timeline for completion?** |  |

## If you have reached out to a contractor

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| **How long have they been in business?** |  |
| **What is the contact information for the contractor / company / on-site project manager?** |  |
| **How much will the project cost, in total?** |  |
| **If you’ve received a quote – does it include all materials, labor, hard costs, insurance, and travel (if applicable)?** |  |
| **How many projects have they completed that are similar (in the last year) to the project you have requested a quote for?** |  |
| **Have they presented / offered / given references for past work?** |  |
| **Are they willing to sign a “time and materials” contract?** |  |
| **Will you need help drafting a “time and materials” contract?** |  |
| **Will the contractor be on site to oversee the project / be available for communication during the project?** |  |
| **If a permit is needed for the project, did the contractor state that they will pull the permit?** |  |
| **Does the contractor offer a guarantee on their work?** |  |

## If you are purchasing furniture or other items

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| **Have you found any examples of items you’d like to purchase?** |  |
| **Have you researched any links / quoted any of your renovations?** |  |
| **Have you contacted your development specialist regarding your renovations?** |  |