



Village of Highland Hills
Department of Building and Housing
3700 Northfield Road, Highland Hills Ohio 44122
216.283.3000 ext.2240 rrrodic@vhhohio.org and jpinkney@vhhohio.org

HIGHLAND EXTERIOR LOAN PROGRAM (H.E.L.P) APPLICATION

PROPERTY LOCATION: _____

OWNER CONTACT INFORMATION

Name(s): _____

Email: _____

Phone # (home and cell): _____

Description of repair work: _____

Date Cited/Violation: _____

The H.E.L.P Program allows for grant of up to 33% of the cost of work to perform exterior repairs cited by the Building Department as being in violation with the Property Maintenance Code through the Property Maintenance Program, up to \$1,500.00 per property, per year. **The program is not income-based.**

Please attach three (3) quotes. Each quote must be dated and contain the following: the name, address, phone number and email address of the contractor; the name of the owner and the property location. The quote shall also contain a detailed description of the corrective work, a cost estimate and must also be signed by the contractor.

The owner hereby certifies that the home is owner-occupied, is current on Village and property taxes and that all the information contained within this application is accurate.

Owner's Printed Name: _____

Owner's Signature: _____ **DATE** _____

For office use only

Date received: _____ By: _____ Approved/Disapproved _____

Contractor selected: _____ Cost of work: _____ Amount of grant awarded: _____