



**Bristol City Council, City Centre Culture and Events 2024
Nighttime Economy Grant Application Form (Extended Opening Hours)**

Before completing this application form, please read the Nighttime Economy Grant Guidance Document (Extended Opening Hours)

Please note we can only accept applications forms which have been completed by the business owner, director, or main partner in the business. Please do not submit this form unless you hold one of the named positions. Please ensure that you have answered each question as fully as possible.

Your name	
Personal address including postcode	
Contact telephone number	
Email address	
Name of Business	
Trading address including postcode (this must be within one of the priority areas to be eligible for the funding and the same address as where you will trial extended opening hours)	
Length of time the business has been operating from this location	
On what date was the business established:	DD/MM/YYYY Amend as appropriate
Legal status of your business. e.g., Sole Trader/Partnership/ Ltd. / LLP / CIC / Charity / etc.	
What eligible sector(s) does your business cover: retail/ health & beauty/ culture/ hospitality?	
Are you the business owner, a director or main partner in the business?	
Turnover for the last 12 months (If you started trading less than 12 months ago, please state your total turnover to date)	
Number of paid Full-Time (FT) and Part Time (PT) positions employed by the business	
Have you received any other grants or subsidies totalling more than £315,00 since April 2021?	Yes/No Amend as appropriate

Q1. Please explain why the business does not currently open after 6pm? (Max 100 word) (scored question):

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Q2. Please explain why you want to trial extended opening hours, how this grant will help and what you will use the grant funding for? (Max 200 words) (scored question):

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Q.3 Number of extended opening hours sessions you are applying to trial (this will determine the amount of grant funding you are eligible to apply for) (question not scored):

	Tick one box below
3 x 4 hour extended opening sessions (flat rate grant £600)	<input type="checkbox"/>
4 x 4 hour extended opening sessions (flat rate grant £800)	<input type="checkbox"/>
5 x 4 hour extended opening sessions (flat rate grant £1000)	<input type="checkbox"/>

If you have applied for four or five extended opening hours, would you accept a grant for few sessions?
Y/N (please circle)

This may become relevant if a high number of applications are received.

Q4: What are the dates on which you wish to trial extended opening hours (this must be between 1st October 2024 and 28th February 2025 (question not scored):

Date 1	
Date 2	
Date 3	
Date 4 (where applicable)	
Date 5 (where applicable)	

Q.5 Please explain your rationale for choosing to trial extended opening hours on these dates (100 words max): (question scored):

E.g. You may wish to spread the dates of your extended opening hours over different months and days of the week.

Please consider what other events are taking place at the same time as you are trialling your extended opening hours. We would like to fund extended opening hours at times when there are no large-scale events taking place in the area to ensure that the trial represents 'normal' trading. You may coordinate dates with other businesses nearby, but please include that as *part* of your rationale, alongside other factors.

Q6: Please explain your approach to marketing and promotion and how you would ensure that your trial extended opening hours is a success (Max 200 words) (scored question):

Please include: timing of promotion; selection of marketing channels; appropriate audiences; anything else you consider relevant.

Q7: How will you decide whether to continue extended opening hours following this trial? (Max 200 words) (scored question). Please include:

- Existing number of customers per day and average spend per customer
- Realistic projections of numbers and spend per head and how you reached this (this may be a projection if your sole revenue is from entry as all entry to premises must be free of charge under this Grant)
- What you would consider a success in terms of numbers and takings.
- Any other considerations, e.g. ease of opening, staffing

Additional Information

Equal Opportunities monitoring

Please complete Appendix 1 - Equal Opportunities monitoring form.

Baseline Documents

Please confirm you have sent the following documents with your application. If you do not include these documents, your application will be rejected:

Document	Yes/No
Public liability insurance minimum £1 million	
Employer liability minimum £5 million (if you employ people)	
Completed Equal Opportunities monitoring for your business	

Declaration:

By signing this form, you agree to the following declarations:

- I declare that the information I have given on this form is correct to the best of my knowledge and belief.
- I agree to the use of my personal data in line with Bristol City Council's privacy notice: <https://www.bristol.gov.uk/about-our-website/privacy>

Full name:	
Signature: (typing instead of a wet ink signature is acceptable)	
Date:	DD/MM/YY <i>amend as appropriate</i>

Once you have completed and signed the application form, please send it along with the equalities monitoring form and baseline documents to business@bristol.gov.uk by **9am, Tuesday 15th October 2024**. Please put 'Nighttime Economy Grant Scheme (Extended Opening Hours)' in the subject heading.