



CARES

COVID-19 SMALL BUSINESS EMERGENCY RELIEF GRANT PROGRAM

FOR OFFICIAL USE ONLY

CHECKLIST

- ☐ **1.** Completed Application
- ☐ **2.** Required Documents
 - ☐ **A.** Evidence of Financial Distress
 - ☐ **B.** Profit and Loss Statements
 - ☐ **C.** Tax Returns
 - ☐ **D.** Proposed Budget for Requested Funds
- ☐ **3.** Evidence of Good Standing
- ☐ **4.** Other Documents
- ☐ **5.** W-9

Task Force Member _____

Economic Development and Tourism _____

Amount Approved for Payment _____

Business Name _____

Mailing Address _____

Final Approval: _____ Date: _____



FOR MORE INFORMATION

Contact Cassandra M. Vanhooser, Director, Talbot County Department of Economic Development and Tourism at 410-770-8000; email cvanhooser@talbotcountymd.gov.