

## **SOMERVILLE DISTRICT MANAGEMENT CORPORATION**

March 2008

To: Downtown Somerville Business and Property Owners

Re: Business Façade Design Services

One of the many benefits that Downtown Somerville receives as a designated Main Street New Jersey community are free design services through the program. The services include façade design, logo design, website design and sign design.

If as a business and/or property owner within the Special Improvement District in Downtown Somerville, you are interested in applying for these free services, please fill out the appropriate application and return it to the Somerville District Management Corporation (DMC). The applications can be mailed, emailed or faxed to the contact addresses below.

For 2008, there are three application deadlines: March 31, June 30 and September 30. Completed applications will be reviewed by the Somerville DMC and approved applications will be forwarded to the Main Street New Jersey organization in Trenton, New Jersey. Applicants will be notified of the status of their application. Please note that due to limited resources, not all applications may be approved. [Click here](#) for more information about the Main Street New Jersey program.

If you have questions, contact the Somerville DMC at 908-541-1600.

Cynthia Hollod  
Executive Director

**41-C West High Street  
Somerville, NJ 08876  
908-541-1600 (phone)  
908-541-1605 (fax)  
[www.FindSomerville.com](http://www.FindSomerville.com)  
[dmc@findsomerville.com](mailto:dmc@findsomerville.com)**



**Main Street New Jersey**  
**NJ Office of Smart Growth**  
*a program of the*  
**NJ Department of Community Affairs**

**MSNJ Design Services Application—Façade Improvement Rendering**

1. Name of Main Street Organization: Somerville District Management Corporation
2. Contact: Cynthia Hollod; 908-541-1600/phone; 908-541-1605 fax;
3. Name of Business/Property seeking Façade Rendering Services:
4. Contact: \_\_\_\_\_
5. Please cut and paste current photos and one historic photo of the building into this document.
6. Describe the current exterior materials on the building (*use other side*).
7. Tell us about your building, such as current materials on the exterior, current uses of the building, and defining characteristics of the business that may assist with the façade design.
8. Tell us about your business, including any unique or defining characteristics of the business that may assist in the facade design.
9. If you have done research prior to this request, please provide examples of storefronts that you like (cut/paste or list weblink)
10. When would you like to begin construction on your façade improvement?
11. Tell us about your financial resources to fund this improvement
12. Provide attach any existing signage or design guidelines that affect the specifications of the facade design.

MSNJ Designer will provide the local Main Street Organization and business owner with an electronic copy of the façade concept for manufacturing use. If there is a new sign design included in the rendering, sign design will include a spec drawing to aid in the manufacturing of the sign. MSNJ Designer will be available to answer questions or offer slight modifications to design during the sign manufacturing process or façade implementation process. The business owner will retain all creative rights to the façade design and is responsible for the implementation costs. Business owner agrees to view the National Trust Powerpoint Presentation "Storefronts that Sell" as part of the MSNJ Design service.

I agree to the above terms and hereby submit a design services application.

\_\_\_\_\_  
Business Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director, Somerville DMC

\_\_\_\_\_  
Date

**Please return the completed form to the Somerville District Management Corporation, via email [dmc@findsomerville.com](mailto:dmc@findsomerville.com), mail 41-C West High Street, Somerville, NJ 08876, or fax 908-541-1605.**

3/2008

NOTES Regarding Specific Property Owner needs or building conditions:

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