



PJST Chamber - Small Business Improvement Award \$500

- Business may not be larger than 50 employees.
- Business must be a member of the Port Jefferson Station Terryville Chamber of Commerce.
- The business must be in good standing with their membership.
- Business must have been in business for at least one year.
- Only the business owner(s) or main principles of the business may submit an application for the award.
**Please submit good contact information.
- Proof of ownership must be presented with the application.
- Your 'request letter' ***IS YOUR FORMAL SUBMISSION, THERE IS NO FORMAL APPLICATION TO BE FILLED OUT.***
 - Selection of the award will be based on how the money will be spent to improve the business and cannot be used for operational expenses like: rent, utilities, salaries, loans... **Examples could be:** Updating and purchasing equipment, capital improvements, professional services, consulting evaluations, business plans, marketing strategies, promotional advertising, signs, energy efficient improvements-lighting, insulation etc.
- **Non-profits are ineligible, ONLY Small Businesses**

****Proof of expenditure must be presented 6 months after the award, unless other pre-approved arrangements have been made.***

*****Current Port Jefferson Station Terryville Chamber Board Members are INELIGIBLE to apply.***

Letters of request must be emailed to PJSTChamber@gmail.com with PJST 'Small Business Improvement Award' in the subject area. ALL requests MUST BE EMAILED BY June 1st DEADLINE. Voting will take place at the 6/14/22 BOD Meeting.

*****Award will be announced out at our GMM Meeting June 20th at The Meadow Club 6:30pm***

All questions can be directed to Jennifer Dzvonar-President-PJST Chamber at 631-821-1313.