

## Resurgence Grant Fund Documentation

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### For-profits:

- Driver's License or other government issued ID of an Authorized Representative (as indicated on the Certificate Designating Authorized Grantee Representative). Redact DL number and date of birth. **\*Required**
- Payroll documentation - Form 941 (Q4 2021) or detailed payroll journals reflecting number of employees **\*Required**
- 2022 City of Atlanta business license **\*Required**
- 2022 Secretary of State registration **\*Required for Limited Partnerships, Corporations, and Limited Liability Companies**
- SAVE Affidavit - The SAVE Affidavit in the link below must be used and must be completed by an Authorized Representative (as indicated on the Certificate Designating Authorized Grantee Representative) and notarized. **\*Required**
- W-9 Form (October 2018 version) **\*Required**
- Certificate Designating Authorized Grantee Representative – must be notarized. **\*Required**
- Duplication of Benefits Certification AND supporting documentation. Must be completed by an Authorized Representative (as indicated on the Certificate Designating Authorized Grantee Representative) and notarized. **\*Required**
- Financial Hardship Affidavit – must be notarized. **\*Required**
- IF SUBMITTING COMMERCIAL RENT RECEIPTS FOR REIMBURSEMENT – Copy of a current, fully-executed commercial lease. Lease **MUST** be up to date (with renewal, if necessary) and signed by both tenant AND landlord.

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### Non-Profits:

- Driver's License or other government issued ID of an Authorized Representative (as indicated on the Certificate Designating Authorized Grantee Representative). Redact DL number and date of birth. **\*Required**
- Payroll documentation - Form 941 (Q4 2021) or detailed payroll journals reflecting number of employees **\*Required**
- IRS Determination Letter **\*Required**
- City of Atlanta 2022 Business License OR Letter of Good Standing **\*Required**
- 2022 Secretary of State registration **\*Required for Corporations**
- SAVE Affidavit - The SAVE Affidavit in the link below must be used and must be completed by an Authorized Representative (as indicated on the Certificate Designating Authorized Grantee Representative) and notarized. **\*Required**
- W-9 Form (October 2018 version) **\*Required**
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- IF SUBMITTING COMMERCIAL RENT RECEIPTS FOR REIMBURSEMENT – Copy of a current, fully-executed commercial lease. Lease **MUST** be up to date (with renewal, if necessary) and signed by both tenant AND landlord.