



### **Graffiti on Private Property**

To combat graffiti on private property, the DDD has instituted a program where private property owners can receive a 50% reimbursement up to a maximum of \$1,000 to offset the expense of graffiti removal from their property including repainting cost. To participate in the DDD's "Graffiti Removal Program" please complete the DDD's Private Property Graffiti Removal Agreement. To expedite the process, please observe the following guidelines.

- Please note that the form must be fully completed.
- A picture showing the graffiti must be attached.
- A minimum of two bids must be submitted.
- W-9 must be submitted.

Once all the information is processed you will receive a notification to proceed. The work may then proceed with the approved bidder; the work may not take longer than 30 days once you have been notified. Once the work is completed, a final paid invoice and cancelled check copy must be submitted. The DDD will send notification that the paper work has been processed and is complete. The DDD will inform the stakeholder that a check will be issued for \$XX.XX. If the paperwork is not complete the DDD will notify the applicant of the specific deficiencies and set a deadline for submission of missing items.

Please address any concerns or inquiries to:

Richard McCall

Director of Public Space Operations

Downtown Development District

201 St. Charles Ave Suite 3912

New Orleans, LA 70170-3912

Main 504-561-8927

Fax 504-581-1765

[rmccall@downtownnola.com](mailto:rmccall@downtownnola.com)

If you are interested in participating in the DDD's Graffiti Removal Program, fill out the attached Graffiti Removal Agreement for Private Property.

# Downtown Development District

## Private Property Graffiti Removal Agreement

To participate please complete the information below. The DDD will pay 50% up to \$1,000 of the graffiti removal cost and repainting cost. To participate, two bids must be submitted with this form with a "before" picture of the area that was affected by graffiti. Once this form is completed, and approved by the DDD, you will then be notified to proceed with the work. Please note that if this form is not complete, the DDD will notify the applicant of the specific deficiencies, and set a deadline for submission of the missing items.

(Please Print)

Name of Business \_\_\_\_\_

Property Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Postal Zip Code \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Fax Number \_\_\_\_\_

Estimated Start Date (Bid 1) \_\_\_\_\_

Estimated Completion Date (Bid 1) \_\_\_\_\_

Total Cost of Work (Bid 1) \_\_\_\_\_

Estimated Start Date (Bid 2) \_\_\_\_\_

Estimated Completion Date (Bid 2) \_\_\_\_\_

Total Cost of Work (Bid 2) \_\_\_\_\_

W-9 Completed and Attached \_\_\_\_\_ Before Picture Attached \_\_\_\_\_ Contractor Bids \_\_\_\_\_

Signature of Property  
Manager/Owner \_\_\_\_\_

Please Print (Name) \_\_\_\_\_

Date \_\_\_\_\_

Approved By (DDD) \_\_\_\_\_

Name(Please Print) \_\_\_\_\_

Date Approved \_\_\_\_\_

Please forward all correspondence and inquiries of the DDD's graffiti removal program to the address below.

Richard McCall

Director of Operations

Downtown Development District

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**“Before” Photo**

**Set date feature on camera**

“After” Photo

Set date feature on camera