

Long-Term Lease Program Application Information

Applicants should ensure their application materials include the below information in addition to the information listed in the Long-Term Lease Guidelines:

- Business name, primary contact name and title, mailing address, phone number and email address
 - Background and Qualifications for the business owners and business managers
- Location of properties the applicant is interested in
- Brief overview of the proposed use for the property
- Full business case accompanying the brief overview
- Proposed days of operation once the business is up and running
- Any similar businesses operated by the applicant
- Experience working with historic properties or other historical preservation experience
- Additional documents, including:
 - Resume(s) of key individuals
 - Business plan
 - Proof of financial capacity
 - Draft insurance certificate
 - References
- A signatory box of the business owner certifying the below:
 - I/we certify that all information provided is true and complete. I/we understand approval is contingent upon satisfactory background checks, insurance, commission approval, contracting process and meeting contract conditions.

Application materials should be emailed to mhc@mt.gov.