

# SAMPLE APPLICATION

## OHIO DEPARTMENT OF DEVELOPMENT

### OHIO DEPARTMENT OF DEVELOPMENT OHIO ENTERPRISE ZONE PROGRAM

**PROPOSED AGREEMENT** for Enterprise Zone Tax Incentives between the (Name of Company applying for Tax Abatement) located in the County of Tuscarawas and (Name of City Village or Township where project is located) .

1a. Name of business, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

(Name of Company applying for Tax Abatement)  
enterprise name

(Business' Contact Person)  
contact person

(Address of Company's Main Office)

(Telephone # of Company's Contact Person)  
telephone number

(Address of Company's Main Office)  
address

1b. Project site:

(Address of site where project is to take place)

(May be the same as above or different)  
contact person

(Address of site where project is to take place)

Telephone number of contact at project site, if different from above) telephone number

(Address of site where project is to take place)  
address

2a. Nature of business (manufacturing, distribution, wholesale or other).

(Describe the type of business) \_\_\_\_\_

2b. List primary 4 digit Standard Industrial Code (SIC) # (May actually be four or six numbers?).  
Business may list other relevant SIC numbers.

# SAMPLE APPLICATION

2c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred)

---

2d. Form of business of enterprise (corporation, partnership, proprietorship, or other).  
(How is the business structured?)

---

3. Name of principal owner(s) or officers of the business (attach list if necessary).

---

4. Is business seasonal in nature? Yes \_\_\_\_ No \_\_\_\_

5a. State the enterprise's current employment level at the proposed project site:

---

5b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Note that relocation projects are restricted in non-distress based Ohio Enterprise Zones. A waiver from the Director of the Ohio Department of Development is available for special limited circumstances. The business and local jurisdiction should contact ODOD early in the discussions.

Yes \_\_\_\_ No \_\_\_\_

5c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

---

5d. State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):  
(How many full-time employees?, How many part-time employees? And How many temporary employees?)

---

5e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets: \_\_\_\_\_

5f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated? \_\_\_\_\_

---

6a. Has the Enterprise previously entered into an Enterprise Zone Agreement with the local legislative authorities at any site where the employment or assets will be relocated as a result of this proposal?

Yes \_\_\_\_ No \_\_\_\_

# SAMPLE APPLICATION

6b. If yes, list the local legislative authorities, date, and term of the incentives for each Enterprise Zone Agreement: \_\_\_\_\_

7. Does the Enterprise owe :

a. Any delinquent taxes to the State of Ohio or a political subdivision of the state?  
Yes \_\_\_\_ No \_\_\_\_

b. Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State?  
Yes \_\_\_\_ No \_\_\_\_

c. Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not.  
Yes \_\_\_\_ No \_\_\_\_

d. If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets if necessary).

---

---

---

---

8. Project Description (attach additional pages if necessary):  
(Describe in as much detail as possible what the business plans to do with the proposed project. What are you going to build? and what are you going to buy?) \_\_\_\_\_

9. Project will begin (Estimated start date? Must be after the EZ Agreement is finalized), 20\_\_\_\_ and be completed (Estimated completion date of project. Give yourself plenty of time), 20\_\_\_\_ provided a tax exemption is provided.

10a. Estimate the number of new employees the business intends to hire at the facility that is the project site (job creation projection must be itemized by full and part-time and permanent and temporary): (How many jobs do you feel confident you can create in relation to this project?)

10b. State the time frame of this projected hiring: (How long after project is completed until all jobs are created?) years.

10c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees): \_\_\_\_\_

# SAMPLE APPLICATION

11a. Estimate the amount of annual payroll such new employees will add \$(Once all jobs related to the project have been created, how much will your annual payroll have increased?) (new annual payroll must be itemized by full and part-time and permanent and temporary new employees). \_\_\_\_\_

11b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the project: \$ \_\_\_\_\_  
(Is there any job retention committed to in the EZ Agreement?)

12. Market value of the existing facility as determined for local property taxation.  
 \$ \_\_\_\_\_ (What is the current Market Value of the Facility?)

13a. Business's total current investment in the facility as of the proposal's submission.  
 \$ \_\_\_\_\_ (How much has the company invested in this facility?)

13b. State the businesses' value of on-site inventory required to be listed in the personal property tax return of the enterprise in the return for the tax year (stated in average \$ value per most recent 12 month period) in which the agreement is entered into (baseline inventory):  
 \$ \_\_\_\_\_

14. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:

	<u>Minimum</u>	<u>Maximum</u>
A. Acquisition of Buildings:	\$ _____	\$ _____
B. Additions/New Construction:	\$ 200,000.00	\$ 500,000.00
C. Improvements to existing buildings:	\$ 100,000.00	\$ 200,000.00
D. Machinery & Equipment:	\$ 500,000.00	\$ 750,000.00
E. Furniture & Fixtures:	\$ 5,000.00	\$ 10,000.00
F. Inventory:	\$ 100,000.00	\$ 200,000.00

**Total New Project Investment:**                      \$ 905,000.00                      \$1,660,000.00

15. a. Business requests the following tax exemption incentives: 50 % for 10 years covering real  and/or personal property including inventory  as described above. Be specific as to type of assets, rate, and term.

\_\_\_\_\_

\_\_\_\_\_

b. Business's reasons for requesting tax incentives (be quantitatively specific as possible) (Why do you need the Tax Abatement? How will it benefit the business? Will the abatement make the project feasible?)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# **SAMPLE APPLICATION**

Submission of this application expressly authorizes the (Name of the City, Village or Township) and Tuscarawas County to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item #7 and to review applicable confidential records. As part of this application, the business may also be required to directly request from the Ohio Department of Taxation or complete a waiver form allowing the Ohio Department of Taxation to release specific tax records to the local jurisdictions considering the incentive request.

Applicant agrees to supply additional information upon request.

The applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C)(1) and 2921.13(D)(1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefit as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

---

Name of Enterprise

Date

---

Signature

Typed Name and Title

\* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal.

Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board of Education to appear and/or comment before the legislative authorities considering the request.

\*\* Attach to Final Enterprise Zone Agreement as Exhibit A

Please note that copies of this proposal must be included in the finalized Enterprise Zone Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Department of Development within fifteen (15) days of final approval.