PROJECT APPLICATION FOR ELIGIBILITY FOR SALES TAX EXEMPTION

Decatur-Macon County Enterprise Zone **All fields are required**

Project # (Staff Use)

STEP ONE: PROJECT DETAILS

Name of Business: _____

Project Street Address: _____

Owner's Name: _____

Owner's Address: _____

Project Description (i.e. rehabilitation, new construction, expansion, new location, etc.):

_____

Property ID Number: _____

Federal Employer Identification Number: _____

STEP TWO: BUILDING PERMIT

Is a building permit required for your project?* Yes or No (circle one) If yes, date issued: _____

*If a building permit is not required, we must receive notification from inspector stating one is not required.

STEP THREE: ESTIMATED PROJECT NUMBERS

Please enter any necessary fields with your project's estimated numbers. These do not need to be exact. *MM&E stands for Manufacturing Machinery & Equipment.

Total Project Cost Overall: $ _____ = Land $ _____ + Building Materials $_____

+ MM&E* $ _____ + Labor $ _____ + Other $ _____

Current Employment Count: _____ Estimated Full-Time Job Count At Project Completion: _____

Estimated Completion Date: _____

STEP FOUR: SIGN & SUBMIT

Please attach building permit; a separate Contractor Application form (Addendum B) for EACH contractor purchasing materials for the project ALONG with a list of construction materials and projected costs. A 1/2% Administration Fee based on documented cost of attached construction material lists is assessed, with a maximum fee amount of $50,000 per project. **Send applications and questions to Brandy Poshard at bposhard@decaturedc.com. At conclusion of the project, the owner or project representative must provide the ACTUAL project information related to the completion date, building material, and labor costs and number of FTE.**

Project Representative Printed Name and Title: _____

Project Representative E-mail and Phone Number: _____

Project Representative Signature: _____

CERTIFICATION OF ELIGIBILITY

This is to certify that the project named above is located within the Decatur-Macon County Enterprise Zone and is eligible for the State of Illinois and Local Sales Tax Exemption on building materials associated with rehabilitation, renovation, and/or new construction for this project. Once the rehabilitation, renovation, and/or new construction is complete and all building materials required for this project have been acquired, the owner, general contractor, and/or subcontractors are no longer eligible for exemption for this project.

Any new project on the same site/premises will require a separate certification by the Illinois Department of Revenue. Please retain a copy of this application for your records.

Corporate Seal (Staff Use Only)

_____ _____

Nicole Bateman, Zone Administrator Date Approved