



Project Application For Eligibility For Sales Tax Exemption

Rockford I-90 Enterprise Zone (Jan. 1, 2016)

Name of Business (Project): _____

Project Street Address: _____

City/State/Zip: _____

Owner's Name: _____

Owner's Address: _____

Project Representative: _____

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

End date of Project: _____

Total Project Cost \$ _____ = Land \$ _____ + Building \$ _____ +

M&E \$ _____ + Other \$ _____

Current Employment _____ FTE Jobs Created _____ FTE Jobs Retained _____

Note: "FTE Jobs Created" means full time equivalent jobs for which persons are hired or are expected to be hired within one year of the new investment (do not include construction jobs or spinoff jobs). "FTE Jobs Retained" means the number of jobs that will remain in the zone when it can be publicly documented that the business would have otherwise closed operations without the enterprise zone benefits.

NAICS Code: _____

Property ID Number _____

FEIN (Federal Employer Identification Number) _____

Please attach building permit, if issued; a separate Contractor Application form (Addendum A) for each contractor purchasing materials for the project with the construction materials list –i.e. hvac, electrical, site work, concrete, building materials, etc. and projected costs for each. A 1/2% Administration Fee based on documented cost of attached construction materials list is assessed

Signature – Project Representative

Title-Project Representative

Telephone

CERTIFICATION OF ELIGIBILITY

This is to certify that the project named above is located within the ROCKFORD I-90 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 sub-contractors 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.

Todd Cagnoni, Zone Administrator

Submission Date

City of Rockford, Illinois USA
425 East State Street Rockford, Illinois 61104-1068 USA
(779) 348-7162 (815) 967-6933 fax www.rockfordil.gov

ADDENDUM A
CONTRACTORS APPLICATION
EXEMPTION CERTIFICATE BUILDING MATERIALS

Effective **July 1, 2013** the Building Materials Sales Tax Exemption Certificate for a project in an Illinois Enterprise Zone must be issued by the Illinois Department of Revenue per Public Act 97-905 passed in August of 2012.

Who is eligible for a Building Materials Sales Tax Exemption Certificate?

- Each construction contractor or other entity that purchases building materials to be incorporated into real estate in an Enterprise Zone by rehabilitation, remodeling or new construction.

How do I apply for a Building Materials Sales Tax Exemption Certificate?

- Construction contractors or other entities seeking exemption certificates must go through the Zone Administrator of the zone where the project is located.
- Zone Administrators must submit applications for those construction contractors or other entities purchasing materials to incorporate into real estate in an Enterprise Zone.
- The project for which an exemption is sought must meet eligibility requirements set forth in the zone ordinances of the local designating units of government for the zone.
- All applications must be submitted through the "Business Incentives Reporting and Building Materials Exemption Certificate" link at the Department of Revenue's website, at tax.illinois.gov.

THE FOLLOWING INFORMATION IS REQUIRED BY THE ILLINOIS DEPARTMENT OF REVENUE TO PROCESS THE APPLICATION FOR SALES TAX EXEMPTION PURSUANT TO PUBLIC ACT 97-905:

- Name, address and email of construction contractor or other entity seeking a certificate

Name: _____ Address: _____

City, State, Zip: _____

Email: _____ Phone: _____

- Federal Employer Identification (FEIN) or "Applicant ID"*: _____

- The address (or location) of the project: _____

- The estimated amount of the exemption based on the percentage of the contract that consists of materials;

Total Contractor Project Contract: \$ _____ Average Sales Tax Rate: _____ %

Percentage of Contract that is Building Materials Qualifying for Exemption: _____ %

(Estimated amount of Exemption): \$ _____

- **A construction materials list with costs for each category must be attached to complete the application.**

- **There is a ½% Administration Fee based on documented cost of attached construction materials lists.**

***IMPORTANT:** If you are a sole proprietor using a Social Security Number (SSN) as your business identification number, you must first obtain an "Applicant ID" through the Building Materials Exemption Certificate program at tax.illinois.gov and bring your Applicant ID to the Zone Administrator to apply.

Signature – Applicant

Name & Title

Date