Project Application For Eligibility For Sales Tax Exemption

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

PLEASE WRITE LEGIBLY, THIS FORM IS USED TO REQUEST CERTIFICATES FROM THE ILLINOIS DEPARTMENT OF REVENUE

Name of Business (Project): _____

Project Street Address: _____

City/State/Zip: _____

Owner's Name: _____

Owner's Address: _____

Project Representative: _____

Phone Number: _____ E-mail Address: _____

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

_____

End date of Project: _____ Has a permit been issued? ☐ Yes ☐ No

Total Project Cost $ $0.00 _____ = 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.

Property ID Number _____

FEIN (Federal Employer Identification Number) _____

Please note, a separate Addendum A Contractor's Application is needed for each contractor purchasing materials.

_____ _____

Signature – Project Representative Title-Project Representative

CERTIFICATION OF ELIGIBILITY

This is to certify that the project named above is located within the Rockford I-90Enterprise 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

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's office 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.

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:

PLEASE WRITE LEGIBLY, THIS FORM IS USED TO REQUEST CERTIFICATES FROM THE ILLINOIS DEPARTMENT OF REVENUE

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

Name: _____ Address: _____

City, State, Zip: _____

Email: _____ Phone: _____

☐ Owner acting as General Contractor ☐ General Contractor ☐ Sub-Contractor

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

***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.

The address (or location) of the project: _____

Has a permit been issued? ☐ Yes ☐ No

Project Value, Estimate of Benefits and Calculations of Zone Fee:

Estimated Cost of New Construction: _____ (a)

Estimated cost of Renovation/Rehabilitation: _____ (b)

Estimated cost of Site/Site Improvements: _____ (c)

Estimated cost of Capital Equipment: _____ (d)

Total Capital Investment Project: $0.00 (e)=(a+b+c+d)

Benefit Calculation:

Total cost of construction materials: _____ (z)

Average Zone Sales Tax 8.25%

Total Benefit from Sales Tax Exemption: $0.00 _____ (z) x .0825

Fee Calculation – Payable to City of Rockford:

There is a ½% Administration Fee based on the Total cost of construction materials.

Total cost of construction materials: _____ (z from above)

Enterprise Zone Processing Fee: _____ .005

Total Enterprise Administration Fee: $0.00 _____ (z) x .005

Please submit the Total Enterprise Administration Fee payable to City of Rockford along with your application to the Community & Economic Development Department at
City or Rockford
425 E. State Street
2nd Floor
Rockford, IL 61104.

Applications will be processed in the order they are received. Incomplete applications will not be processed until all required items have been submitted.

_____	_____	_____
Signature – Applicant	Name & Title	Date

NOTICE: This certificate may be used only in conjunction with the purchase of building materials by the certificate holder identified on this certificate and for the project identified on this certificate. Any misuse of this certificate will result in the assessment of taxes and penalties on the purchase and an additional monetary penalty equal to the local sales taxes on the purchase.

ANNUAL REPORTING
The entity identified on the certificate must by law report annually to the Department of Revenue the amount of exempt building materials purchased under the certificate. Please go to the "Business Incentives Reporting and Building Materials Exemption Certification" tab at tax.illinois.gov for reporting deadlines.