

(To be Completed on Applicant's Letterhead)

Matthew W. Diaz, CEcD
Enterprise Zone Administrator
Allegany County Department of
Economic & Community Development
701 Kelly Road, Suite 400
Cumberland, Maryland 21502

Dear Mr. Diaz:

This is to apply for Enterprise Zone Certification on behalf of my firm. The attached completed and signed application consists of three Parts:

- Part A – Business Information
- Part B – Property Information
- Part C – Employment Information

I understand that an annual recertification report is required, and that failure to file this report showing maintenance of Enterprise Zone standards will result in decertification. I further understand that income tax credits can only be taken when earned by the firm, and that property tax credits must be specifically requested, either as part of this application process or in writing after certification.

Name of Firm

Signature of Authorized Official

Title

Date

**ALLEGANY COUNTY/CUMBERLAND ENTERPRISE ZONE
APPLICATION FOR ENTERPRISE ZONE CERTIFICATION**

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- Type of Application: New Certification
 Recertification
- Type of Tax Credit Applying for: State Income Tax Credit
 Local Property Tax Credit
 Both Tax Credits

(A) BUSINESS INFORMATION:

Business Name: _____

Legal Status: Corporation Proprietorship Partnership Other

Contact: [Name] _____ [Title] _____
[Phone] _____ [Email] _____

Business Address: _____

Facility Address (if different from a business address): _____

FEIN: _____ Unemployment Insurance #: _____

Type of Business: _____ NAICS: _____

Is the business located in the Enterprise Zone now Yes No

If yes, since what year: _____

Is the business relocating from another place? Yes No

If yes, where was the previous location? _____

Is the business a new, start-up? Yes No

Did the Enterprise Zone benefits affect your decision to locate at this address? Yes
 No

If yes, please explain how the Enterprise Zone benefits will assist your business?

(B) PROPERTY INFORMATION

Property ID Number: _____

Property Ownership: Own

Lease (Provide Information of the Property Owner)

[Name] _____

[Address] _____

[Phone/Email] _____

Property Improvement Information:

Purchase Only: \$ _____

Renovation: Estimated Costs: \$ _____

New Construction: Estimated Costs: \$ _____

Machinery & Equipment: Estimated Costs: \$ _____

(C) EMPLOYMENT INFORMATION

Current Employment (as of date of this application)

Number of Full-Time Employees: _____

Number of Part-Time Employees: _____

Estimated New Hiring (in next 12 months)

Number of Full-Time Employees: _____

Number of Part-Time Employees: _____

Name of Applicant: _____

Date: _____

Position/Title: _____

Signature: _____