



**MENTOR VILLAGE COMMUNITY REINVESTMENT AREA (CRA)
APPLICATION / AGREEMENT
(FOR COMMERCIAL PROJECTS)**

PLEASE PRINT OR TYPE

Date received (*office use only*) _____

PROPOSED AGREEMENT for Community Reinvestment Area (CRA) Tax Incentives between the City of Mentor located in the County of Lake and _____.
(property owner)

1. a. Name of property owner, mailing address, contact person, telephone number and email (attach additional pages if multiple business participants).

_____	_____
Property Owner	Contact Person
_____	_____
Address	Phone E-Mail

b. Project Site

_____	_____
Address	Permanent Parcel # or Tax ID#

2. a. Describe the nature of the proposed commercial activity to be conducted at the site.

b. List primary 6-digit North American Industry Classification System (NAICS Code): _____
List other relevant NAICS numbers: _____

c. If the project involves a business consolidation; what are the components of the consolidation?
(Describe the location, assets and employment positions to be transferred): _____

d. Form of business of enterprise (corporation, partnership, proprietorship or other):

3. Name of principal owner(s) (25% or more) or officers of the business:

4. a. Businesses' current employment level at the project site (as of date of the application):

b. Will the project involve the relocation of employees or assets from another Ohio location to this site? Yes _____ No _____

c. If yes, identify the location(s) from which employees or assets will be relocated:

d. Business' current employment level at site or site(s) to be relocated (itemized for full- and part-time and permanent and temporary employees):

e. Business' current assets at site or site(s) to be relocated:

f. What is the project impact of the relocation in terms of income and property tax loss?

5. Does the Property Owner owe:

a. Any delinquent taxes to the State of Ohio or a political subdivision of the State?

Yes _____ No _____ If yes, to whom and how much?

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

If yes, to whom and how much? _____

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).

6. Project Description: _____

7. Project will begin (date) _____, 20____ and be completed (date) _____, 20____ provided a tax exemption is provided.

8. a. Estimate the number of new employees that will be created at the project site (job creation projection must be itemized by the name of the employer, full- and part-time and permanent and temporary):

b. Projected timeframe for project hiring: _____

c. Projected schedule for hiring (itemize by full- and part-time and permanent and temporary employees):

9. a. Estimate the annual payroll for new employees at project completion \$_____ (new annual payroll must be itemized by full- and part-time and permanent and temporary new employees).

b. Estimate the amount of existing annual payroll that will be retained from the project:
\$ _____

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

- A. Acquisition of Land/Building: \$ _____
- B. Addition/New Construction: \$ _____
- C. Improvements to Existing Building: \$ _____
- D. Machinery & Equipment: \$ _____
- E. Furniture & Fixtures: \$ _____
- F. Inventory: \$ _____
- Total New Project Investment: \$ _____**

11. a. Most recent real estate tax bill (attach copy with proof of payment).

b. Business' reason for requesting tax incentives (be quantitatively specific as possible):

12. a. Does this project involve a structure of historic and/or architectural significance?

b. If yes, attach certification from the Lake County Historical Society, Ohio Historical Society, or the National Register of Historic Places.

Submission of this application expressly authorizes _____ to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item #5 and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request. The 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 ROC 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 benefits as well as fine of not more that \$1,000 and/or a term of imprisonment of not more than six (6) months.

Name of Property Owner

Date

Signature

Print Name & Title

* Please include a check for \$750.00 application fee made payable to Ohio Development Services Agency.

** A copy of this proposal will be sent to the Mentor Exempted Board of Education a minimum of fourteen (14) days prior to the City Council meeting at which this will be reviewed to permit the Board an appearance and/or comment before City Council considering the request.

OFFICE USE ONLY

#1: Date of School Board Notification: _____

#2: Date of Council Approval: _____

#3: Resolution No. _____

#4: Date Sent to the Ohio Development Services Agency: _____

#5: Date Sent to the Lake County Auditor: _____

Application Fee enclosed: _____

Housing Officer Certification:

I certify that the project describe herein meets the requirements of the Mentor Village CRA.

Housing Officer Signature

Date

*Attach the Final Community Reinvestment Area (CRA) Agreement as Exhibit A.

**Please note that copies of this proposal must be included in the finalized Community Reinvestment Area (CRA) Agreement and be forward to the Ohio Development Services Agency within fifteen (15) days of final approval and executed by all relevant parties.