

ITEMS THAT MUST BE INCLUDED IN CRA AGREEMENT:

- 1. All businesses and/or individuals required to make an investment, to create or retain jobs, or to receive a tax benefit as part of this project must be identified and be a party to this agreement.
- 2. General description of project i.e., construction of a new (20,000 sf) twenty-thousand square foot facility to consolidate operations and permit expansion of its product lines
- 3. The agreement must include "a description of the investments to be made by the applicant property owner(s) or by another party at the facility whether or not the investments are exempted from taxation, including existing or new building size cost thereof; the value of machinery, equipment, furniture, and fixtures, including an itemization of the value of machinery, equipment, furniture, and fixtures used at another location in this state prior to the agreement and relocated or to be relocated from that location to the facility and the value of machinery, equipment, furniture, and fixtures at the facility prior to the execution of the agreement that will not be exempted from taxation; the value of inventory at the facility, including an itemization of the value of inventory held at another location in this state prior to the agreement and relocated or to be relocated from that location to the facility, and the value of inventory held at the facility prior to the execution of the agreement that will not be exempted from taxation".
- 4. The agreement must state the total number of jobs created and/or the number of jobs to be retained as a result of the project. The agreement must include a schedule of hiring for the proposed new jobs for each year in which the agreement is in effect and jobs are created as a result of the project. The new jobs created must be itemized as to the number of full-time, part-time, permanent and temporary positions.
- 5. The agreement must state the payroll resulting from the new employees and/or the existing payroll if a retention claim is made.
- 6. The percentage of the assessed value to be exempted; the term in years; and the statement: "the exemption commences the first year for which the real property would first be taxable were that property not exempted from taxation. No exemption shall commence after <u>(insert date)</u> nor extend beyond (insert date)."
- 7. Optional: (Insert name of municipal corporation or county) may negotiate a claw back penalty provision adding the following language to the above: "and may require the repayment of the amount of taxes that would have been payable had the property not been exempted from taxation under this agreement."



	Date Received (office use onl	у):	
Please type			
Proposed Agreement for Community Reinver Willoughby Hills, Ohio and (property owner):	estment Area tax incentives betv	veen the City of	
Company legal name:			
Property owner address	Contact person		
Project site address	Business phone	Cell phone	
Email address	Parce	l number	
Describe the nature of the proposed comme	rcial activity to be conducted at	this site:	
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Is this project/business			
is this project/business			
(N) new business			
(C) consolidation or (R) relocation			
Number of full time positions anticipated			
Number of part time positions anticipated			
\int (C) corporation, (P) partnership, (R) proprietorshi	in (O) other		
	p, (c) onler.		
Names of principal owner(s) (25% or more) or	officers of business		
Owner/Officer			
Owner/Officer			
Owner/Officer	•		
Owner/Officer			



5. Will the project involve the re	elocatio	n of employees or o	assets from another Ohio loco	ation to this site?
Yes No If Yes, from	n where	ş <u>-</u>		
Current number of jobs (FTE)		Number	of jobs to be transferred (FTE)	
Impact on of relocation on o	current (community (income	e & tax loss)	
6. Does property owner owe An any other moneys to a state ag past due amounts owed even if	ency fo amount	r other reasons (adı s are being contest	ministration enforcement of o	
		ed?		
7. Project will begin on (date)		and will be	e completed by (date)	
8. Estimate the number of new e be itemized by the name of the e	mploye employe	es that will be creat er, full and part time	ed at the project site (job cre , permanent and temporary,	eation projection must projected hiring date:)
Employer	FT/PT	Perm(P)/Temp(T)	Projected time frame for hir	ing
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			7 A	
			10 pt	
			1	
1.3		4		
<u> </u>				
			1	
e u u				
- 63				
		1		
9. Estimate of amounts to be inve	sted:			
Estimate the annual payroll for ne	ew empl	oyees at project co	ompletion (salary, taxes)	\$
A. Acquisition of land/building				\$
B. Addition/New construction				\$
C. Improvements to existing bui	ilding			\$
D. Machinery & Equipment		£		\$
E. Furniture & Fixtures		×		\$
F. Inventory				\$
Total New Project Investment: (add only	y items A though F)		\$





Submission of this application expressly authorizes the City of Willoughby Hills to contact the Ohio Environmental Protection Agency to confirm statements contained within this application, including item #6 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 City of Willoughby Hills. 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 than \$1,000 and/or a term of imprisonment of not more than six (6) months.

Name of property owner	Date	
Signature	Print name and title	

A copy of this proposal will be forwarded by the City of Willoughby Hills to the Willoughby/Eastlake Exempted Board of Education along with a notice of the meeting date at which the City will review the proposal. Notice will be given a minimum of fourteen (14) days prior to the City Council meeting to permit the Board of Education to appear and/or comment before City Council considering the request.

Please note that copies of this proposal must be included in the finalized Community Reinvestment Area Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Department of Development within fifteen (15) days of final approval.

