

Commercial Facilities Exemption Application Checklist

Applicant Name: _____

GENERAL INFORMATION NEEDED FOR APPLICATIONS RECEIVED:

- Completed Department of Treasury application Form 4757.
- Certified copy of the resolution approving the application (must include the following statements):
 - The district was legally established after a hearing, inclusive of hearing date.
 - SEV of real and personal property WILL/WILL NOT exceed 5% of
 - If it exceeds 5% ...shall not have the effect of substantially impeding or impairing the ...
 - Application was approved at a public hearing, inclusive of hearing date.
 - Statement that the applicant is not delinquent in any taxes.
 - The application is for commercial property as defined in section 3(3).
 - Time period authorized by local governmental unit for construction.
 - Answers to questions in the application instructions were provided.
 - If the application is approved for less than 12 years, the criteria required for an extension or not.
 - Commencement of the restoration, replacement, construction did not begin more than 45 days prior to filing the application.
 - Application relates to a rehabilitation program that when completed....
 - Completion of the qualified facility is calculated to...
 - Restoration includes improvements aggregating 10% or more of TCV at commencement.
- Separate attachment (must include the answers to the following questions):
 - General description of facility (year built, original use, recent use, sq. ft. & stories).
 - Proposed use of the rehabilitated facility.
 - General nature and extent of restoration, replacement, or construction to be undertaken.
 - Descriptive list of fixed building equipment that is part of the facility.
 - Time schedule for undertaking the restoration, replacement, or construction.
 - Expected economic advantages from exemption.
- Legal description of the facility.

COMMENTS:
