

**FAIRMONT CITY/CASEYVILLE/BROOKLYN
ENTERPRISE ZONE
APPLICATION INSTRUCTIONS**

PLEASE READ CAREFULLY BOTH THE ENTERPRISE ZONE APPLICATION
FORM AND SALES TAX CERTIFICATE

THE APPLICANT FORM MUST BE COMPLETED BY APPLICANT AND
POTENTIAL CONTRACTOR, THEN CERTIFIED BY THE ENTERPRISE ZONE
ADMINISTRATOR BEFORE YOU ARE ELIGIBLE FOR INCENTIVES

Information and items needed to complete applications

1. Approved building permit
2. Project address
3. Contractors names and address
4. Number of full and part time employees
5. Estimated Starting date and completion date
(**The starting date must not be sooner than approval date of application**)
6. Project cost (include all cost and capital equipment)
7. Federal employers ID #
8. Illinois Unemployment Insurance number
(**A new company can notify us of these new numbers when received**)
9. Copy of deed and correct parcel number

***Reporting Instructions**

Applicants are also now required to file reports with the Illinois Department of revenue upon receiving Enterprise Zone incentives. You are highly recommended to visit this website for Frequently Asked Questions regarding the program.

<http://www.revenue.state.il.us/Businesses/Incentives/>

If you have any questions in completing these application forms, contact:

Scott Penny, Zone Administrator
C/O Fairmont City Village Hall
2601 N.41st. Street
Fairmont City, IL 62201
Office: 618-274-4504
Fax: 618-274-4010
e-mail:spenny@fairmontcityil.com

A certificate fee is now in effect. The fee is .005 of the building materials cost in item 3.

Make checks payable to Fairmont City, Caseyville, and Brooklyn E Zone, send forms and checks to Zone Administrator, 2601 N. 41st. Street, Fairmont City, IL 62201

Fairmont City/ Caseyville /Brooklyn Enterprise Zone

Application Form

Applicant Information:

Legal Business Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Email Address _____

FEIN# _____ Unemployment Insurance # _____

Project

Project Name _____

Project Address _____

City _____ State _____ Zip Code _____

Building Permit Issue Date _____

Full Time (Or Equivalent Part Time) Employees at project initiation _____

Project Estimates

Estimated Completion Date _____

Estimated Building Material Cost _____

Estimated Labor Cost _____

Estimated Land Cost _____

Estimate Full Time (Or Equivalent Part Time) employees at project conclusion _____

EXEMPTION INFORMATION

Estimated Sales Contract Amount _____

Amount of Check Required

_____ x .005 = \$ _____ (This amount is the payment due to the E Zone)
Material
Cost

Mail Check and Completed Form To:

Enterprise Zone
Scott E. Penny, Administrator
City Hall
2601 N. 41st St.
Fairmont City, IL 62201

Office Use Only

Estimated Annual Sales Tax 7.35%

Percent of Contract qualifying for exemption
Materials divide by Contract Amount

_____ Divide by _____ = _____ %

Estimated amount of exemption for materials \$ _____