



TIF ASSISTANCE APPLICATION

Developers requesting TIF Assistance pursuant to the Downtown Edmond Project Plan (“Project Plan”) and the Downtown Edmond TIF Policy Guide should provide the information requested in this application, either by completing the form below, or by attaching and submitting other documents to the Edmond Public Works Authority, c/o City of Edmond Director of Management Services, 24 East 1st Street, Edmond, Oklahoma 73034. If you are unable to provide any of the requested information, please provide an explanation and date by which you will provide it.

Please submit your application materials with a cover letter including a narrative description of your development project, the public benefits it will provide, and an explanation of why the requested public assistance is necessary and how your development project meets the eligibility criteria for the appropriate category of TIF Assistance. You are encouraged to attach supplemental information and documents you believe will be beneficial. Please identify the development project leader as the applicant. You may also designate a separate individual as the point of contact for questions and requests for additional information.

1. APPLICANT INFORMATION

Name of Applicant:
Title:
Name of Business:
Type of Business: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC State Organized: _____

Description of Business:	
Address of Applicant:	
<i>Street</i>	<i>City</i> <i>State</i> <i>Zip</i>
Business Phone:	Alternate Phone:
Email:	Fax:

2. PROJECT ATTORNEY

Name:	
Address of Applicant:	
<i>Street</i>	<i>City</i> <i>State</i> <i>Zip</i>
Business Phone:	Email:

3. MANAGEMENT CONTACT

Name:			
Address of Applicant:			
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Business Phone:		Email:	

4. FINANCIAL CONTACT

Name:			
Address of Applicant:			
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Business Phone:		Email:	

5. PROJECT INFORMATION

Name of Project:			
Type of Project:			
<input type="checkbox"/> Office / Service	<input type="checkbox"/> Retail / Commercial	<input type="checkbox"/> Residential	
<input type="checkbox"/> Industrial	<input type="checkbox"/> Other: _____		
Business Stage of Project:			
<input type="checkbox"/> New Business	<input type="checkbox"/> Acquisition	<input type="checkbox"/> Expansion	
Address of Project:			
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Legal Title Holder of Record:			
Legal Title Holder of Record Address:			
<i>Street</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Legal Description of Project:			

Brief Description of Project:

Number of Acres or Square Footage of Land:

Access Available:

Utilities Available (water, sewer, gas, electric):

Present Zoning:

Is the Project site properly zoned for the intended Project?

Will the Project site need to be rezoned? If yes, explain.

Description of buildings and improvements presently on the Project site:

Please attach preliminary site plans for the location of Project buildings and improvements.

Please attach preliminary floor plans and building elevations for Project buildings.

Will the Project create new jobs?

Yes

No

If Yes—

Projected new jobs upon Project completion:

Projected new jobs 24 months after Project completion:

Type, nature, and category of jobs created:

If No—

Number of existing employees:

Projected Appraisal Value Upon Completion *(incl. both real and personal property):*

6. FINANCIAL INFORMATION

Market Study and Explanation of Financial Feasibility:

Summary of Project Costs:

TIF Assistance Request:

<i>Category</i>	<i>Nature/Scope of Assistance Needed</i>	<i>Amount</i>
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Public Improvements—

Assistance in Development Financing—

Total:

Proposed Sources of Funds:

<i>Source</i>	<i>Amount</i>	<i>Term/Rate</i>	<i>% of Costs</i>
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Total:

NOTICE: The City of Edmond may conduct or seek background or credit reports on the Applicant(s) in conjunction with this Application.

Attach detailed Project proforma (incl. debt service ratios and cash flow).

Attach term sheets or letters of intent for all sources of Project financing or equity.

Attach tenant occupancy schedules and contracts related to site and tenant commitments.

7. CERTIFICATION BY APPLICANT

Applicant hereby certifies that all information, including all documents and materials attached and submitted, are true to his/her best knowledge and belief and are submitted for the purpose of obtaining TIF assistance for the Project. Applicant also certifies that this Project meets the legislative intent and guidelines in the Oklahoma Local Development Act, 62 O.S. § 850, *et seq.*, and with the adopted Downtown Edmond TIF Policy Guide adopted by the City of Edmond.

Applicant

Date: _____

Applicant: _____

Title: _____

Edmond Public Works Authority

Received by: _____

Title: _____

Date: _____