



700 Churchill Parkway, Avondale, LA 70094 mruiz@jedco.org 504.875.3908

FOR OFFICE USE ONLY

RECEIVED DATE _____

STAFF INITIALS _____

JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION PROGRAM (ITEP)

APPLICATION

SECTION 1: BUSINESS INFORMATION

DATE: _____ LED ADVANCE NOTIFICATION #: _____

PROJECT'S PHYSICAL ADDRESS: _____

NAME OF MANUFACTURING BUSINESS OPERATING AT
PROJECT SITE: _____

PROPERTY OWNER/APPLICANT (IF DIFFERENT FROM ABOVE): _____

PRODUCT(S) MANUFACTURED AT PROJECT SITE: _____

MANUFACTURING PROCESS/ACTIVITY AT PROJECT SITE (DETAILED DESCRIPTION REQUIRED. IF ADDITIONAL SPACE IS NEEDED,
ATTACH SEPARATE SHEET):

PROJECT BEGINNING DATE: _____ PROJECT ENDING DATE: _____

PROJECT TYPE (SELECT ONE): _____ START UP/NEW PLANT _____ ADDITION TO EXISTING PLANT

FOR MULTI-PHASED PROJECTS, IDENTIFY PHASE NUMBER OF THIS APPLICATION: PHASE _____ OF _____

PROVIDE DETAILED PROJECT DESCRIPTION, INCLUDING DETAILED EXPLANATION OF HOW ADDITION IS INTEGRAL TO THE
MANUFACTURING PROCESS (IF ADDITIONAL SPACE IS NEEDED, ATTACH SEPARATE SHEET):



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**JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION PROGRAM
APPLICATION (CONTINUED)**

LED ADVANCE NOTIFICATION # _____

SECTION 2: PROJECT COSTS AND PARAMETERS

INVESTEMENT COSTS		JOBS		ANNUAL PAYROLL	
Building & Material		New (Full-time)*		New (Full-time)*	
Machinery & Equipment		Full-time Existing — Jobs Retained*		Full-time Existing*	
Labor & Engineering		Construction			
Total Investment					

***Jobs must be permanent, full-time (working 30+ hours per week); employed directly, by an affiliate or through contract labor; and based at the project site.**

WILL THE PROJECT RESULT IN THE CREATION OF NEW PERMANENT FULL-TIME JOBS? (YES/NO): _____

IF NO, WILL FULL-TIME JOBS BE RETAINED AS A RESULT OF THIS PROJECT? (YES/NO): _____

THE ITEP REQUIRES THE CREATION OF PERMANENT FULL-TIME JOBS OR A COMPELLING REASON FOR THE RETENTION OF EXISTING FULL-TIME JOBS. IF NO NEW JOBS WILL BE CREATED AS A RESULT OF THIS PROJECT AND THIS APPLICATION IS BASED ON THE RETENTION OF JOBS, PLEASE PROVIDE A COMPELLING REASON(S) WHY JEFFERSON PARISH SHOULD CONSIDER AN EXEMPTION AWARD FOR THIS PROJECT BASED ON JOB RETENTION.



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JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION PROGRAM

LED ADVANCE NOTIFICATION # _____

APPLICATION (CONTINUED)

SECTION 3: OTHER PROJECT METRICS (These along with other project information will be used by JEDCO to determine if the project meets the program’s bonus criteria.)

MANUFACTURER’S NAICS: _____

IS PROJECT’S LOCATION CONSIDERED NATIONAL OR INTERNATIONAL HEADQUARTERS?: _____

AVERAGE ANNUAL WAGE OF NEW JOBS: _____

TOTAL NUMBER OF EXISTING JOBS (INCLUDE FULL-TIME, PART-TIME AND CONTRACT): _____

IS PROJECT THE RESULT OF AN ADAPTIVE REUSE OF A SITE OR BUILDING, OR DOES IT OCCUPY A SITE OR BUILDING THAT HAS BEEN VACANT FOR AT LEAST TWO YEARS? IF “YES” TO EITHER, PLEASE PROVIDE SUPPORTING DOCUMENTATION/EVIDENCE.:

DO/WILL AT LEAST 50% OF NEW HIRES RESIDE IN JEFFERSON PARISH? IF NEW JOBS HAVE BEEN CREATED, PROVIDE A SUPPLEMENTAL LISTING OF NEW HIRES BY NAME AND ADDRESS OF RESIDENCE.: _____

WERE/WILL AT LEAST 75% JEFFERSON PARISH-BASED CONTRACTORS USED/BE USED DURING CONSTRUCTION OF PROJECT (% BASED ON CONSTRUCTION VALUATION OF THE PROJECT)? IF “YES” AND CONSTRUCTION HAS TAKEN PLACE, PROVIDE A SUPPLEMENTAL LISTING OF JEFFERSON PARISH-BASED CONTRACTORS USED IN THE PROJECT BY CONTRACTOR NAME, ADDRESS, AND TOTAL AMOUNT OF CONTRACT.: _____

SECTION 4: CONTACT INFORMATION (This is the individual that JEDCO will correspond with regarding application.)

PREFIX: _____ FIRST NAME: _____ LAST NAME: _____

CONTACT’S COMPANY NAME: _____ TITLE: _____

MAILING ADDRESS: _____

PHONE NUMBER(S): _____ EMAIL ADDRESS: _____



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**JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION PROGRAM
CERTIFICATION**

LED ADVANCE NOTIFICATION # _____

SIGNEE MUST HAVE LEGAL AUTHORITY TO SIGN THIS CERTIFICATION

I, _____,
(Printed Name of Company Official)

HEREBY CERTIFY THAT I AM _____ OF _____
(Title) (Company Name)

AND I HEREBY CERTIFY THAT THE INFORMATION PROVIDED WITHIN AND SUPPLEMENTAL TO THIS APPLICATION IS TRUE AND CORRECT, AND AM AWARE THAT MY SUBMISSION OF A FALSE STATEMENT OR FALSE REPRESENTATION OF A MATERIAL FACT MAY SUBJECT ME AND MY COMPANY TO CIVIL AND/OR CRIMINAL PENALTIES UNDER LA R.S. 14:133 FOR THE FILING OF FALSE PUBLIC RECORDS AND/OR FORFEITURE OF ANY EXEMPTION APPROVED UNDER THIS PROGRAM. I UNDERSTAND THAT THE INFORMATION SUBMITTED SHALL NOT BE RETURNABLE TO THE APPLICANT.

Company Official's Signature

Printed Name

Date Signed



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**JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION PROGRAM
DECLARATION OF AUTHORIZED REPRESENTATIVE**

LED ADVANCE NOTIFICATION # _____

SIGNEE MUST HAVE LEGAL AUTHORITY TO SIGN THIS CERTIFICATION

I, _____, OF _____
(Printed Name and Title) (Company Name)

HEREBY AUTHORIZE _____ OF _____

AT _____

_____, _____
(Email Address) (Phone Number(s))

TO ACT AS THE REPRESENTATIVE REGARDING THE REFERENCED ADVANCE NOTIFICATION NUMBER AND CORRESPONDING JEFFERSON PARISH INDUSTRIAL TAX EXEMPTION APPLICATION AND TO CORRESPOND WITH JEDCO AND JEFFERSON PARISH REGARDING SAID ADVANCE NOTIFICATION AND APPLICATION. I UNDERSTAND THIS FORM DOES NOT GIVE AUTHORITY TO SIGN DOCUMENTS ON MY BEHALF.

Company Official's Signature

Printed Name

Date Signed