New Hampshire Division of Economic Development
Economic Revitalization Zone Tax Credits

TAX CREDIT CERTIFICATION ~ FORM ERZ-2
for BUSINESS APPLICANTS

Complete and Mail by February 10th following the applicant’s tax year to:

State of NH
Division of Economic Development
ERZ Program Administrator
1 Eagle Square, Suite 100
Concord, NH 03301

Instructions: Follow the specific instruction given in each section and TYPE all information. Provide an original, signed, and completed application, including all attachments (electronic applications are not accepted).

SECTION A – INFORMATION

Taxpayer/Business Name: __________________________ Telephone: __________________

Mailing Address: Street/PO Box: __________________________

City/Town/State and Zip Code: __________________________

Contact Person: __________________________ Email address: __________________________

Type of Business: __________________________ Taxpayer’s Filing Period: __________________

ERZ Tax Credit Eligibility:

1. Provide Street Address or Tax Map / Lot of the Business within the ERZ and EIN #:

2. Provide a Copy of the ERZ Tax Credit Designation Letter of Certification issued to the City or Town by DRED.

ERZ Project Description:

3. Describe the project and actual investment costs in detail. Include copies of cost invoices, etc. Include a separate page and copies of documents as necessary.

4. Duration of the project – Start Date: _______________ Completion Date: _______________
SECTION B – JOB INFORMATION

Instructions:

1. Provide the following information and attach additional sheets if necessary.

LIST ALL NEW, INCREMENTAL FULL TIME POSITIONS CREATED IN THE LATEST CALENDAR YEAR

(Note: Full Time Position is defined as at least 35 hrs. per week and is a permanent year round position).

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Hiring Date</th>
<th>Hourly Wage Rate</th>
<th>Average Hours Worked Per Week</th>
<th>Annualized Base Wages (Rate x Hrs. x 52)</th>
<th>Bonus Paid (if any)</th>
<th>Total Compensation (Base plus Bonus)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example #1 Manager</td>
<td>6/1/2018</td>
<td>$ 20.00</td>
<td>40</td>
<td>$ 41,600</td>
<td>$ 250</td>
<td>$ 41,850</td>
</tr>
<tr>
<td>Example #2 Clerk</td>
<td>10/31/2018</td>
<td>$ 8.25</td>
<td>35</td>
<td>$ 15,015</td>
<td>-</td>
<td>$ 15,015</td>
</tr>
</tbody>
</table>
SECTION C – DOCUMENT CHECKLIST

Instructions: Attach copies of the following with your application.

Checklist:

___________ Documentation indicating detailed actual investment in the project (not estimated) in the calendar year.

___________ Copy of the ERZ Tax Credit Designation Letter of Certification issued to the local City or Town by BEA.

SECTION D – PROJECT GUARANTEE/SIGNATURES

Instructions: Taxpayer must initial acceptance of the following guarantee.

It shall be the responsibility of the Taxpayer to guarantee that all elements of the project are completed. Failure to complete a project shall result in the Taxpayer’s forfeiture of remaining credits.

____________________ (INITIALS)

Signature of Taxpayer: _______________________________ Date ____________________

Type/Print Name: _______________________________ Title ____________________

~Office Use Only~

APPROVAL:

______________________________  __________________________
Taylor Caswell, Commissioner  Date
Department of Business and Economic Affairs