

Brazos County Tax Incentives Application



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INSTRUCTIONS:

The following is a form for basic information used by Brazos County, Texas to determine the eligibility of an entity that is inquiring about incentive assistance from Brazos County. All companies are asked to provide information to the questions below before any tax incentive consideration processes begin. Please provide the most current and accurate information available for your company and email the completed document to Kimberly Roach in the Brazos County Judge's Office at kroach@brazoscountytexas.gov. Once the application is received, a non-refundable \$1,000 application fee must then be paid. Checks are the only accepted form of payment and must be mailed to the Brazos County Treasurer's Office. The mailing and delivery address is 200 S Texas Ave Suite #240, Bryan, TX 77803. Please make all checks payable to Brazos County. Once the payment is received, a receipt will be sent to the company. Following submission of both the completed application and application fee, the application review process will begin.

ORGANIZATIONAL IDENTITY:

Project Code Name (if applicable): _____
Business Name (full legal title): _____
Street Address: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone Number: _____ Fax Number: _____
Mobile Number: _____
Email Address: _____ Web Address: _____
Federal Tax ID Number: _____
SIC Code: _____ NAICS Code: _____
Service (s)/Product (s) Produced _____
Will the Business be required to pay State Sales and Use Tax on equipment? () Yes () No () Undetermined
**Please attach a brochure if available.*

For Brazos County accounting and auditing purposes, please complete the following information regarding the \$1,000 application fee as listed on the check you are submitting:

Date of check: _____
Individual or company issuing the check (Payer): _____

ORGANIZATIONAL STRUCTURE:

Is the company registered to do business in Texas with the Texas Secretary of State? () Yes () No
Does the organization have Articles of Incorporation? () Yes () No
State of Incorporation: _____
Does the company have a certificate of Good Standing from the Texas Comptroller of Public Accounts?
() Yes () No



Is the Company currently involved in or been involved with litigation, a pending claim, or unsatisfactory contractual performance or been indebted to Brazos County or any other governmental entity within the past 36 months?

Yes No

If yes, please explain:

Number of Years in Business: _____

Number of Employees Worldwide: _____

Number of Employees in Brazos County: _____

Ticker Symbol & Exchange: _____ Parent Company: _____

Including the parent company, will any other entity be financially involved with this project? Yes No

Identify Structure of Applicant:

Sole Proprietorship

S-Corp

C-Corp

General Partnership

Limited Liability Company

Other (*specify*)

Ownership:

Public

Private

Family

Government

Employee-Owned

Not-for-Profit

EXISTING JOBS IN OTHER CITIES:

City/State:	Number of Jobs:

Total Jobs, Other Texas Locations: _____



PROJECT CHARACTERISTICS:

Check all that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> New Jobs | <input type="checkbox"/> Relocation within Texas | <input type="checkbox"/> Construct New Facility |
| <input type="checkbox"/> New Business/Start-up | <input type="checkbox"/> Expand Existing Facility | <input type="checkbox"/> Relocation from Out-of-State |
| <input type="checkbox"/> Renovate Existing Facility | <input type="checkbox"/> Expansion | <input type="checkbox"/> Consolidation |
| <input type="checkbox"/> Retention of Existing Jobs | <input type="checkbox"/> Purchase Machinery & Equipment | |

PROJECTED NEW CAPITAL INVESTMENT IN U.S. DOLLARS:

Land*: _____

Building(s)*: _____

Machinery & Equipment*: _____

**Do not include value of existing property on the Brazos County tax rolls.*

Total amount of NEW capital investment in U.S dollars: _____

SITE DETAILS:

List the Address of the Proposed Location for Facility in Brazos County:

Acreage: _____

Square Footage: _____

Number of Buildings on Proposed Site: _____

List other Communities that are being considered for the project:

SOURCES OF PROJECTED FUNDING:

Business Participation: _____

Financial Institution(s): _____

Other: _____



Provide a summary of committed funding in the space below:

PURPOSE OF THE PROJECT:

Provide a brief overview of the project:

ENVIRONMENTAL IMPACT:

What impact will there be on the environment in terms of air emissions, water/fluid discharges, noise pollution, etc.? Will you require any federal or state permits from the Environmental Protection Agency or Texas Commission of Environmental Quality (TCEQ)?

TIMELINE:

Begin Construction: _____

Begin Hiring New Employees: _____

Construction Complete: _____

Fully Operational: _____

Purchase Machinery & Equipment: _____



JOB CREATION AND INVESTMENT SCHEDULE:

Year	Total Jobs	Average Job Salary	Land Acreage	Number of Buildings	Total Capital Investment
2024					
2025					
2026					
2027					
2028					
2029					
2030					
2031					
2032					
2033					

TOTAL PAYROLL:

Estimated annual AVERAGE WAGE of new jobs to be created: _____

Does the company offer employee benefits including healthcare? () Yes () No

If so, what percentage of benefits is paid by the Company? _____

PLATS AND SURVEYS:

Is the property platted? () Yes () No *(if so, please attach a copy)*

Name of Engineering Firm:

Address: _____

Why is an incentive necessary for the project to succeed financially?



Indicate any incentives sought or received from other taxing entities in connection with this project.

AUTHORIZED BUSINESS REPRESENTATIVE:

First Name: _____ Last Name: _____

Title: _____

To the best of my knowledge and belief, the information contained in this Application is true and correct, as evidenced by my signature below. I further certify that the business entity is in good standing under the laws of the state in which the entity was organized and that no delinquent taxes are owed to any taxing entity within the State of Texas.

Signature: _____ Date: _____

(Authorized Business Representative)

ATTACHMENTS REQUESTED:

The documents below are requested for full consideration for this application:

- 1) Executive summary of company
- 2) Building designs or site plans (if available)
- 3) Current Business Plan
- 4) Current Financial Statements (Year-to-date Income Statement [Profit & Loss], Balance Sheet)
- 5) Past Financial Statements for last two years (Income Statement [Profit & Loss], Balance Sheet)
- 6) Financial Proformas (3-5 years preferred) (Cash Flow, Income Statement [Profit & Loss], Balance Sheet)
- 7) Product Literature



CONFIDENTIALITY:

Section 312.003 of Chapter A of the Texas Tax Code provides:

“Information that is provided to a taxing unit in connection with an application or request for tax abatement under this chapter and that describes the specific processes or business activities to be conducted or the equipment or other property to be located on the property for which tax abatement is sought is confidential and not subject to public disclosure until the tax abatement agreement is executed. That information in the custody of a taxing unit after the agreement is executed is not confidential under this section.”

Person in possession of a tax abatement application are reminded of this provision of the law and should restrict access to tax abatement application documents accordingly.

For Brazos County staff use only:

Application Received By: _____

Date Application Received: _____

Date Application Fee Received: _____

Notes:
