



City of Lubbock

Application for Commercial Tax Abatement

This application should be filed prior to the beginning of construction or the purchase of equipment. If applying for a tax abatement in a jurisdiction other than City of Lubbock, a separate application must be completed for all other taxing jurisdictions. This application will become part of the Tax Abatement Agreement and any knowingly false representations will be grounds for the voiding of the agreement. An original copy of this request should be submitted to Mrs. Cheryl Brock, Capital Program Manager, Finance Department, City of Lubbock, 1625 13th Street, 2nd Floor, Lubbock, TX 79401.

Part I - Applicant Information

Application Date _____/_____/_____

Company Name: _____

Physical Address: _____

Telephone: _____

Current Number of Employees: _____

Annual Sales: _____

Employees in City Limits: _____

Mailing Address: _____

Years in Lubbock: _____

- Corporation

 Partnership

 Proprietorship

Attachment 1: Attach a description of the Applicant Company, including a brief history, corporate structure, business plan, and annual statement, if available.

Part II - Project Information

Location Address: _____ Zipcode: _____

School District: _____

Legal Description: _____

Attachment 2: Attach site map showing project location and showing proposed construction if applicable

- Project Description:
 New Construction
 Expansion
 Modernization

Attachment 3: Attach statement fully explaining project, describe existing site and improvements, describe all proposed improvements and provide list of improvements and equipment for which abatement is requested, and list of any tangible personal property presently existing on the Real Property if it is an existing facility.

Is the site located in an Enterprise Zone? Yes No

Section A – Facility Information

Type of Facility/abatement:

- Retail
 Service
 Office

Describe product or service to be provided: _____

Is the company applying for tax abatement: New Company to Lubbock Existing Company

The project meets one of the criteria in the Guidelines and Criteria Governing Tax Abatement for Commercial Projects in Designated Enterprise Zones, Section IV. 9. Yes No

Section B – Base Year Value

Attach a statement of the assessed value of the Real Property, Facility, or existing facility for the base year from the Lubbock Central Appraisal District.

Attachment 4 – Lubbock Central Appraisal District Assessed Value

Section C - Variance

Is the applicant seeking a variance? Yes No

If "yes," attach letter requesting and justifying the variance, with supplemental information.

PART III - ECONOMIC INFORMATION

Construction Estimate:

Start Date: _____ Contract Amount: _____

Completion Date: _____ Peak Construction Jobs: _____

Modernization:

Estimated current economic life of structure _____ years

Added economic life from modernization _____ years

Permanent Job Creation/Retention:

Current employment: _____ Jobs to be Retained: _____

Jobs created at opening: _____ By year 20 _____

If existing facility, what is the current plant payroll: \$ _____

Estimated amount of new payroll: \$ _____

Estimated Appraised Value On Site	Land	Improvements	Personal Property
Value on January 1 preceding abatement			
Estimated value of new abatable improvements	NA		
Estimated value of properties not subject to abatement			
Estimated value of property after improvements			

Do you certify that this business (including any branch, division, or department of this business) does not currently, and will not knowingly in the future, employ an undocumented worker? Yes No

Company Representative to be Contacted:

Name

Title

Address

Address

e-mail

Authorized Company Official:

Authorized Signature

Name & Title

Phone Number

e-mail