Coleman Economic Development Corporation
and
Coleman Community Coalition

200 W. Liveoak, Coleman, TX 76834

325-625-3669

http://www.colemanedc.com/

REQUEST FOR ECONOMIC DEVELOPMENT ASSISTANCE

The following information is required for all projects requesting economic development assistance from the CEDC / CCC. Incomplete applications will not be considered. If any requested information is not applicable, enter "n/a" in the space. After receipt of the application, the Board may require additional information to be submitted to indicate the financial abilities or other factors of the company.

Business Name:	
Business Type (Sole Proprietor, LLC, etc.)	
Mailing Address:	City, State, Zip Code:
Phone Number:	Cell Number:
Business Representative:	
Mailing Address (if different from above):	
Email Address:	Website:
Phone Number:	Cell Number:

I certify that the information submitted in this application, including attachments, is true, correct, and complete. Omissions or submission of incorrect information will render this application invalid.

_____   _____

Signature of Business Representative   Date

Project Information

Description of Project: _____

_____

Property Address:		Is Property Inside the City Limits?	
		Yes: _____ No:_____	
Legal Description (attach if available)			
Do you Own, Rent, Lease the Property?		Under What Name is the Property Listed?	
Lien on the Property?		Any Pending Litigation?	
Yes: _____ No:_____		Yes: _____ No:_____	
Value of Improvements:			
Building:	Equipment	Total	Est. Taxable
Existing Facility or New Building? Check One		Existing Industry Expansion?	New Industry?
Existing: _____ New:_____		Yes: _____ No:_____	Yes: _____ No:_____
Current Zoning Appropriate for Project?		Building Up to Code?	Environmental Issues?
Yes: _____ No:_____		Yes: _____ No:_____	Yes: _____ No:_____
		Unknown: _____	Unknown: _____

Construction Time Frame (month/year)	
Start:	Complete:
Construction Materials to be Purchased ($):	Percent Purchased in Coleman (%):
Equipment & Furniture to be Purchased ($):	Percent Purchased in Coleman (%):
Construction Workers Payroll ($):	Percent Spent in Coleman (%):
Annual Facility Purchases:	Percent Purchased in Coleman (%):

Projected Annual Sales:	Annual Sales in Coleman:	% Subject to Sales Tax:

Will this project have a tourism impact on the community (create local hotel stays)?
If yes, complete the Tourism Project Supplemental Information Section (Page 7).

Utility Usage Information

Water	Solid Waste
Average Monthly Usage (1000 gallons)	Size Dumpster Requested / Montly Pickups
Waste Water	Electrical Service Needed
Average Monthly Usage (1000 gallons)	Transformers Needed (Yes/No) Size:
Rail	Rail
Weight Rail Needed / Average Monthly Volume:	Car Storage Needs On-Site / Number of Cars
Natural Gas Needs	Other Needs
Pressure Needed / Volume Usage per Month	(Attach Additional Sheets if Necessary)

Employment Information

Number of Employees (FTE):			Annual Payroll		
Year 1	Year 3	Year 5	Year 1	Year 3	Year 5

Number of Hourly:		Ave. Wage/Hr	Number Salaried:		Av. Annual Salary
Unskilled			Admin		
Semi-skilled			Managerial		
Skilled			Sales		
Other			Other		

Benefits Offered: Health Plan	Cost to Employee Per Month	Family Coverage Available	Cost to Employee Per Month
Yes: _____ No:_____		Yes: _____ No:_____	
Retirement / 401K	Vacation Days / Yr	Sick Leave Days/Yr	Paid Holidays / Yr
Profit Sharing	Dental Insurance	Life Insurance	Disability Insurance
Yes: _____ No:_____	Yes: _____ No:_____	Yes: _____ No:_____	Yes: _____ No:_____

Briefly explain your benefits package. Some items to cover are: Are same benefits offered to all employees? If not, please explain the difference between the plans. Is there a probationary period before benefits are offered? Are there any planned or expected changes in benefits in the near future?

NOTES:

1. Construction Workers Payroll: Include all construction workers. Bids may be required from subcontractors to detail payroll.

2. Percent Spent in Coleman: Percent of construction workers payroll that will be spent in Coleman (food and other retail purchases).

3. Annual Facility Purchases: Annual purchases of operating items such as office supplies, cleaning supplies, etc., that are subject to sales tax.

4. Purchases of Raw Materials from Local Manufacturers or Suppliers: Purchases of raw materials used in the manufacturing process that are *not* subject to sales tax.

5. Annual Sales in Coleman: Estimated sales to Coleman customers. If the company has no Coleman customers, enter "none".

Economic Development Assistance Requested

Amount of Financial Assistance Requested?

Other Incentives Requested:

Explanation / Justification:

Have You Applied for Funding in the Past?	If So, How Much?

Required Attachments

The following items may be requested prior to consideration of incentives. Please submit each as a separate item.

1. Plat / Map of property, extending 500 ft. beyond property in all directions (assistance available at City)

2. Detailed list of improvements, including equipment

3. Business Plan

4. Financials for previous three years.

5. Tax certificate (company tax I.D. number)

6. Zoning certificate or approval (assistance available at City)

7. Copy of Deed

NOTE: The EDC reserves the right to require additional information, including detailed financials, depending upon the size of the project.

Application Submission

Submit the completed application by mail or in person to:

        Kim Little

        Director of Economic Development

        City of Coleman

        200 W. Liveoak

        Coleman, Texas 76834

        edc@cityofcolemantx.us

Please address questions regarding this application to Kim Little at 325-625-3669.

Tourism Project Supplemental Information

Expected Overnight Stays in Coleman - Number of Rooms:			
Pre-Construction	Construction	1-3 Years after Opening	3-5 Years after Opening

Explanation / Justification

Potential Ancillary / Complementary Hospitality Related Development

(include hotels, motels, restaurants, recreation areas)