



Application for Economic Development Assistance Expansion or Remodeling

The following information is required for all projects requesting economic development assistance from the City of Fairfield (City) and/or the Fairfield Industrial Development Corporation (FIDC). Any application submitted after construction has begun will not be considered for economic development assistance.

Fill all spaces on the application form. If the information requested is not applicable, enter "N/A" in the space. Incomplete applications will not be considered for assistance. After receipt of the application, the City or FIDC may require additional information to be submitted to indicate the financial abilities or other factors of the company. Please direct all questions to the FIDC at (903) 389-7059

Applicant/Business Name		
Mailing Address		
City	State	Zip Code
Phone Number	Fax Number	
Applicant's Representative	Title	
Mailing Address (if different from above)		
City	State	Zip Code
Phone Number	Fax 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.

Applicant's Signature

Date

Project/Facility Information

Description of the Project			
Property Address		Legal Description (attach if necessary)	
Current Property Values			
Building	Equipment	Inventory Not Subject to Freeport Exemption ¹	Inventory Subject to Freeport Exemption
Value of Improvements from Project			
Building	Equipment	Inventory Not Subject to Freeport Exemption ¹	Inventory Subject to Freeport Exemption
Fees			
Building Permit Fee	Water Tap Fee		Sewer Tap Fee
Construction Time Frame (month/year)			
Start:		Complete:	
Construction Materials To Be Purchased (\$)		Percent Purchased in Fairfield	
Equipment & Furniture To Be Purchased (\$)		Percent Purchased in Fairfield	
Construction Workers Payroll²		Percent Spent in Fairfield³	
Utility Information (report usage in thousands of gallons per month)			
Current Ave. Water Usage	Projected Increase		Capital Investment Needed ⁴
Current Ave. Waste Water Usage	Projected Increase		Capital Investment Needed ⁴

Notes

1. **Inventory Not Subject to Freeport Exemption:** Information regarding the Freeport Tax Exemption on inventory can be obtained from the FIDC. Currently only available in the City of Fairfield.
2. **Construction Workers Payroll:** Payroll should include all construction workers. You may need to require bids from subcontractors to be detailed to show payroll.
3. **Percent Spent in Fairfield:** Percent of construction workers' payroll that will be spent by the workers in Fairfield (food and other retail purchases).
4. **Capital Investment Needed:** Cost of installing new water or sewer lines.

Company Information

Description of the Company			Year Est. in Fairfield
NAICS Code⁵	NAICS Code Description		
Annual Sales	Current Annual Sales in Fairfield⁶	Percent Subject to Sales Tax	
Projected Increase	Increase in Fairfield Sales	Percent Subject to Sales Tax	
Current Annual Facility Purchases⁷		Percent Purchased in Fairfield	
Projected Increase in Facility Purchases		Percent Purchased in Fairfield	
Purchases of Raw Materials From Local Manufacturers or Suppliers⁸			
NAICS Code	NAICS Code Description	Current Annual Purchases	Projected Increase
Current # of Employees		Annual Payroll	
New Employees Resulting from Expansion			
# of Hourly	Ave. Wage/Hour	# of Salaried	Ave. Annual Salary
Benefits Offered			
Health Plan	Cost to Employee/Mo	Family Coverage Available	Cost to Employee/Mo
Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	

Notes

5. **NAICS Code:** North American Industrial Classification System.
6. **Annual Sales in Fairfield:** Estimated sales to Fairfield customers. If the company has no Fairfield customers, enter "none."
7. **Annual Facility Purchases:** Annual purchases of operating items such as office supplies, cleaning supplies, etc. that are subject to sales tax.
8. **Purchases of Raw Materials from Local Manufacturers:** Purchases of raw materials used in the manufacturing process that are not subject to sales tax.

Economic Development Assistance Requested

Tax Abatement Requested	First Year of Abatement
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Financial Assistance Requested (Amount)	
Explanation/Justification	
Other Assistance Requested	
Explanation/Justification	

Required Attachments

The following items must be attached to this application in order for the application to be complete. Please submit each item listed as a separate item.

1. Plat/Map of Property, extending 500 ft beyond property in all directions
2. Detailed List of Improvements, including Equipment
3. Business Plan
4. Current Financial Report
5. Financial Reports for Last Three Years
6. Tax Certificate
7. Letter Addressing the Project and Assistance Requested

Application Submission

Submit the completed application by mail or in person to:

FIDC
101 S. Mount St.
Fairfield TX 75840
(903) 389-7059

NOTICE: This application must be filed with the FIDC prior to filing Building Permit with the City. If you have questions about this application, please contact the FIDC at (903) 389-7059