# T.I.E. PROGRAM APPLICATION

# GENERAL PROJECT OVERVIEW

_____

**Name of Business**

_____

**Project Title (1-5 word description)**

Contact the City of Winter Park to discuss your project and application **before** submitting a formal proposal. The complete and signed application must be filed with:


Department of Economic Development/CRA
Attn: Department Director
401 Park Avenue S.
Winter Park, FL 32789

Tel: 407-599-3398
Fax: 407-599-3499
E-mail: ddebord@cityofwinterpark.org


**FOR CITY USE ONLY**

| Received | Revised | Completed |
|---|---|---|

## *1. BUSINESS INFORMATION*

**Business Name**

**Address**

**City** **State** **Zip Code**

**Telephone** **Fax**

**Contact Person's Name**

**Title** **E-mail**

**Business Federal Employer Identification Number**

**What is the business fiscal year** (ex: Jan. 1 to Dec. 31)

**Is the business minority owned?**

Yes No If yes, explain: _____

**Has this business, or any related entity, applied for and/or been approved for City incentives in the past?**

Yes No If yes, explain: _____

## *2. PROJECT OVERVIEW*

**A. Which of the following best describes this business:**

New business to Florida

Existing Florida business relocating jobs to Winter Park

**B. How many employees (full and part time) are employed by the business worldwide?** _____

**C. How many jobs (full and part time) are being considered for relocation to Winter Park?** _____

Why are these jobs moving?

**D. Give a full description of this business, including a company overview and the nature and duties of the jobs being relocated to Winter Park:**

**E. In what Targeted Industry(ies) does the relocating business operate?** (Check all that apply)

- ☐ Arts and Culture
- ☐ Creative Services
- ☐ Financial and Professional
- ☐ Health Care
- ☐ Knowledge Creation
- ☐ Real Estate Development
- ☐ Corporate Headquarters (USA)

**F. What 4-digit NAICS code best describes your business activity?** _____

**G. What is the project's proposed location address:**

Address _____

City _____ State _____ Zip Code _____

**H. What is the project's current location address** (if different)**:**

Address _____

City _____ State _____ Zip Code _____

**I. Is the project located within the Community Redevelopment Area of Winter Park?** (See attached map) ○ Yes ○ No

**J. Which of the following describes the applicant's operation:**

- ☐ Multi-State business enterprise
- ☐ Multinational business enterprise
- ☐ Florida business enterprise

**K. Which of the following describes this business:**

- ☐ Regional Headquarters Office
- ☐ National Headquarters Office
- ☐ International Headquarters Office
- ☐ This is not a dedicated headquarters office

**L. What is the expected length of stay estimated for this business if it relocates to Winter Park?**

- ○ 5 years
- ○ 6 to 10 years
- ○ 10+ years

## *3. JOB AND WAGE OVERVIEW*

**A. How many total jobs (full and part time) are expected to be relocated to Winter Park as part of this project?** _____

**B. How many Full Time Equivalent (FTE) jobs are expected to be relocated to Winter Park as part of this project?** _____

**C. How many relocating employees already live in Winter Park?** _____

**D. What is the anticipated annualized average wage (excluding benefits) of the jobs relocated as part of this project?** (Cash payments to the employees such as performance bonuses and overtime should be included. The wage reported here is only an estimate of the average wage to be paid and will not be used in the certification, agreement, and claim evaluation process.) _____

**E. What percentage of jobs being relocated include benefits (health care, retirement plans)?** _____

## *4. CAPITAL INVESTMENT OVERVIEW*

**A. Describe any capital investment in real and personal property** (Examples: construction of new facility; remodeling of facility; upgrading, replacing, or buying new equipment.):

**B. Will this facility be:**

- ◯ Leased space with renovations or built out
- ◯ Land purchase and construction of a new building
- ◯ Purchase of existing building(s) with renovations
- ◯ Addition to existing building(s) (already owned)
- ◯ Other (please describe in 4A above)

**C. List the anticipated amount and type of major capital investment to be made by the applicant in connection with this project over the next three years**

| | Year 1 | Year 2 | Year 3 | | Total |
|---|---|---|---|---|---|
| Land or Building Purchase | | | | | |
| Construction/Renovations | | | | | |
| Manufacturing Equipment | | | | | |
| R&D Equipment | | | | | |
| Other Equipment (computers, office furniture, etc) | | | | | |
| **Total Capital Investment** | | | | | |

**D. What is the estimated square footage to be occupied by the relocation?** _____

**E. When is the final location decision anticipated** (date) **?** _____

**F. What is the anticipated date construction will begin?** _____

**G. What is the anticipated date operations will commence?** _____

## *5. COMPETITIVE LANDSCAPE*

**A. What role will the incentive(s) play in the business unit's decision to locate, expand, or remain in Florida? How will the incentive dollars be used by the business?**

**B. What other locations is your company considering for this project?**

**C. What advantages or disadvantages offered by these locations do you consider important in your decision?**

**D. What advantages offered by the City of Winter Park do you consider important in your decision to relocate?**

**E. Indicate any additional internal or external competitive issues impacting this project's location decision:**

## *6. CORPORATE RESPONSIBILITY*

**A. Provide a summary of past activities in Florida and in other states.** For example, what kind of corporate citizen has the applicant been? Also list awards or commendations.

**B. Provide any additional information you wish to be considered as part of this incentive application or items that may provide supplementary background information on your project or company**

## *7. FINANCIAL STABILITY*

**A. Please provide the following financial statements and expenditure reports:**

- ☐ Last three (3) years of tangible personal property tax paid by the relocating business
- ☐ Last three (3) years of utility payments (electric, water, sewer) made by the relocating business
- ☐ Last three (3) years of audited financial statements indicating ongoing financial viability of the relocating business

**B. What is your business Dun & Bradstreet rating?** _____

## *8. CONFIDENTIALITY*

**The City of Winter Park understands the sensitivity of this information. To ensure confidentiality you may request that your project information (including information contained in this application) be confidential per F.S. 288.075, which allows Confidentiality of Records for a 12 month period.**

**Please indicate your confidentiality preference:**

- ○ Yes
- ○ No

## *9. SIGNATURES*

**Application completed by:**

Name

Title

Company's Name

Address

City State Zip Code

Signature Date

**Authorized Company Officer:**

To the best of my knowledge, the information included in this application is accurate.

Name

Title

Signature (REQUIRED) Date