



Rev. 12/08/2017

ENTERPRISE ZONE BUSINESS REGISTRATION (EZB-R) FORM INSTRUCTIONS:

1. A zone business that accesses at least one (1) tax credit or exemption shall submit to the IEDC this verified summary of the amount of the tax credits and exemptions claimed by the business in 2017 NO LATER THAN June 1, 2018. If a zone business cannot comply with this date, it must apply for an extension to the IEDC utilizing the approved EZB-E form BEFORE June 1. If an extension is approved, the EZB-R form and fees must be submitted no later than July 15.
2. Failure to file the EZB-R in a timely manner may result in monetary penalty, denial of tax savings, or disqualification from the program.
3. Please contact the IEDC Urban Enterprise Zone Program at reports@iedc.in.gov with questions.
4. Detailed instructions for the EZB-R are on the following pages.



Part I General Information

Line 1: Auto populated EZB-R Application ID/ EZB-E

Line 2: Enter legal name of the business. / Enter the business telephone (including area code).

Line 3: Check the appropriate organizational form of the business. / Enter e-mail address.

Line 4: Enter the Social Security number or the federal identification number of the business.

Line 5: Enter the mailing address of the business.

Line 6: Enter the address of the business location in the enterprise zone or inventory location.

Line 7: List the total number of employees at the zone location. /List the total number of zone residents employed at the zone location. **Every participating business must complete this line, even if your business does not utilize the hiring tax credits.**

Line 8: Enter the total of all wages and salaries paid at the zone location for the calendar year for which you are filing. / Enter the total wages and salaries paid to zone resident employees at the zone location for the calendar year for which you are filing.

Line 9: Enter the total number of new jobs created at the zone location during the calendar year for which you are filing. /Enter the total number of new jobs filled by zone residents during the calendar year for which you are filing.

Line 10: Enter the total number of Enterprise Zone Qualified Employee Certificates (IT-40QEC) issued for the calendar year for which you are filing.

Part II Tax Savings Summary

If you are a new business or have no tax savings to report for the calendar year for which this form applies, please skip to Part III of this form.

Line 1: Enter the total Enterprise Zone Investment Deduction.

Line 2: Enter the total Tax Savings from Enterprise Zone Investment Deduction.

Line 3: Enter the employment expense credit amount from Schedule EZ.

Line 4: Enter the loan interest credit amount from Schedule LIC.

Total Tax Savings (Sum of Lines in Part II) –Auto populated

Part III Registration Fee and Eligibility

Line 1: Registration Fee will be auto populated. If a zone business receives tax-saving incentives in excess of \$1,000 in any year, the business **MUST** pay an annual registration fee of one percent (1%) of its tax savings to the INDIANA ECONOMIC DEVELOPMENT CORPORATION, or be denied credits and incentives and disqualified from further participation according to IC 5-28-15-7.

[Name]

[Date]

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The zone business must still submit an EZB-R even if it does not owe a registration fee.

Line 2: Multiply the amount on total tax savings on Part II of this form by the local UEA rate and enter that amount on this line (*please contact the local UEA to determine the rate*). **Remit the amount on this line to the local UEA with a copy of this form.**

Line 3: Enter the total dollar amount spent in the calendar year for zone business renovation and improvements at the zone location.

Line 4: Enter the total dollar amount spent in the calendar year for new equipment at the zone location.

Line 5: Enter the amount of zone resident employee wages for the calendar year that exceeds each taxpayer's base period qualified wages **AND/OR** the total dollar amount spent on employee training.

GENERAL EZB-R QUESTIONS

Who should file the EZB-R? Any zone business or entity that claims any of the incentives available to zone businesses must submit to the IEDC a verified summary of the amount of tax credits and exemptions claimed by the business in the preceding year. Failure to file an EZB-R while claiming an exemption or credit will result in denial of the tax credits and exemptions available and disqualification from further participation in the enterprise zone program.

When should the EZB-R be filed? Any entity that accesses one or more Enterprise Zone tax incentives is required to file a registration form with the IEDC no later than June 1 of each year.

What if a business cannot meet the June 1 filing deadline? If the June 1 date cannot be met, the extension form should be filed to provide additional time to complete the registration form. The registration extension form (EZB-E) is due no later than June 1. The IEDC may approve an extension time of up to 45 days.

What if I miss the June 1 deadline to file an extension? If a business misses the June 1 deadline to file an extension, the business has forty-five (45) days to submit the EZB-R form and pay a 15% penalty to the IEDC. The 15% penalty is based on the total tax savings of the business for the tax year.

What if I do not know what my tax savings is by June 1st or July 15th? If the business does not know their tax savings by June 1, they should file an extension (EZB-E) by June 1, which will enable them to file the EZB-R form by July 15. If the business still will not know the tax savings by July 15, an EZB-R form is still due by July 15; however, the form will be incomplete. As soon as the tax savings amount is known, the business must submit a complete EZB-R form and, if applicable, send a check for 1% of the tax savings to the IEDC.

What if a business has several locations? A separate form is required for each zone business or entity claiming an exemption or credit. If the business has more than one location or subsidiary, a separate registration form must be filed for each business location. that is sent to the IEDC. Please contact your local UEA to obtain information about its contribution rate. Finally, the participating business should keep one copy of the EZB-R for their records.

Please note the following:

- Any information omissions on the registration form may delay processing.
- A corporate or firm officer, or authorized preparer, must sign the registration form.
- The registration fee must accompany the registration form.
- If the EZB-R is returned for completion, omission of check, or correction, the business has forty-five (45) days in which to return the corrected EZB-R.