TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY

APPLICATION FOR FINANCIAL ASSISTANCE

PLEASE NOTE: PRIOR TO SUBMITTING A COMPLETED FINAL APPLICATION AND EAF, PLEASE ARRANGE TO MEET WITH THE AGENCY'S STAFF TO REVIEW YOUR DRAFT APPLICATION AND EAF

			Date:
APPLICATION	OF:APPLICANT NAME		
	OWNERSHIP OF PROPOSE (APPLICANT OR OTHER O		CT
Type of Applica	ation:		
□ Tax-	Exempt Bonds		Taxable Bonds
□ Both	Taxable and Tax-Exempt Bonds		Sale/Leaseback ☐ Bank Financing
□ Refu	inding		Amendment
□ Seco	ond Mortgage		Transfer
Pilot			
Type of Project	:		
☐ Indu	strial/Manufacturing		Warehousing
□ Com	mercial/Office		Pollution Control/
	for-Profit/Civic cify)	П	(indicate type) Energy or Cogeneration Facility
	: 1/D / :1		
	mercial/Retail	Ц	Other (specify)
☐ Solid	l Waste		

Description of Project (check one or more):	
☐ New Construction	☐ Acquisition of existing facility
☐ Addition to existing facility ☐ Existing IDA project	☐ Purchase of new machinery and equipment
☐ Renovation/modernization of existing facility ☐ Existing IDA project	☐ Purchase of used machinery and equipment

Please respond to all items either by filling in blanks, by attachment (by marking space "See Attachment Number 1," etc.) or by N.A., where not applicable. This application must be filed in 4 copies. A complete application is essential for the Agency's determination of whether to provide the financial assistance requested. A non-refundable application fee of \$2,500.00 is required at the time of submission of this application to the Tioga County Industrial Development Agency (the "Agency"). In the event that multiple public hearings are required, \$500.00 per hearing will be charged in addition to the application fee.

The attached Environmental Assessment Form ("EAF") is an integral part of this application. This application will not be deemed complete unless accompanied by a fully completed EAF.

Before inducement, Bond Counsel (or Transaction Counsel, in the case of a Sale/Leaseback) will require a \$2,500 deposit which will be applied to actual out-of-pocket fees and disbursements made during the inducement and negotiation processes, and will be reflected on their final statement at closing.

Information provided herein will not be made public by the Agency prior to the passage of an Official Inducement Resolution, but may be subject to disclosure under the New York Freedom of Information Law.

APPLICANTS FOR FINANCIAL ASSISTANCE TO RETAIL FACILITIES ALSO COMPLETE RIDER A

APPLICANTS FOR TAX-EXEMPT BONDS ALSO COMPLETE RIDER B

I. OWNER DATA

	ATTORNEY
	FIRM NAME
	ADDRESS
	PHONE FAX
	E-MAIL
В.	FACILITY USER (tenant using more than 10% of the square footage of the Facility, if different than the Owner) (THE "USER")
	NAME
	ADDRESS
	CONTACTPOSITION
	PHONE FEDERAL EMPLOYER I.D.#
	FAX E-MAIL
	NAICS CODE
	BUSINESS TYPE:
	SOLE PROPRIETORSHIP □ LIMITED LIABILITY COMPANY □
	GENERAL PARTNERSHIP □ LIMITED PARTNERSHIP □
	OTHER (PLEASE DESCRIBE)
	State and Date of Organization
	PRIVATELY HELD CORPORATION □
	PUBLIC CORPORATION ☐ LISTED ON EXCHANGE
	State and Date of Incorporation
	NOT-FOR-PROFIT CORPORATION □
	Qualified Under Section of Internal Revenue Code (attach a copy of IRS Determination Letter)
	State and Date of Incorporation or Charter

Ouglified Under Sec		evenue Code (attach a copy of IRS	
Determination Letter		evenue code (attach a copy of his	
State and Date of Inc	and Date of Incorporation or Charter		
ATTORNEY			
FIRM NAME			
ADDRESS			
PHONE	FAX		
E-MAIL			
	- · · · · · · · · · · · · · · · · · · ·	, partner, member, parent ne above Owner or User proposed	
<u>NAME</u>	BUSINESS TYP	<u>RELATIONSHIP</u>	
		and the User, if any (i.e., owners	
_	in the Owner or the User)		
<u>NAME</u>	% OWNED	WHICH COMPANY	

This is a low-income housing tax credit project with an investor member who will own 99.99% of the project.

^{*}Please see attached legal chart of ownership strucutre

APPLICANTS FOR TAX-EXEMPT FINANCING: Is the Owner or the U related to any other person by reason of more than 50% common ownership? so, indicate the name of each related person and the Owner's or User's relationship to such person. List the Owner's and the User's parent corporations, sister corporations and subsidiaries if any.
related to any other person by reason of more than 50% common ownership? so, indicate the name of each related person and the Owner's or User's relationship to such person. List the Owner's and the User's parent corporations, sister corporations and
Has the Owner or the User (or any other entity listed in answer to questions C above) been involved in or benefitted by any prior tax-exempt bond financing the town/city/village in which this Project is located, whether through the Agr JDA or another issuer? If so, please explain in full (e.g., name of issuer and beneficiary; original amount of issue; date of issue; current amount outstanding purpose of issue; etc.).

	I.	Has the Owner or the User (or any related person) made a public offering or private placement of its stock within the last year? If so, please describe and provide the prospectus or other offering materials used.			
	J.	Has the Owner or the User (or any related person) applied to any other Industrial Development Agency in regard to this Project? If so, please provide details of any action taken with respect to the Project and the current status of such application.			
	K.	List the major bank references of the Owner and the User.			
II.	<u>OWN</u>	ER'S OPERATIONS AT CURRENT LOCATION			
	A.	Address			
	B.	Acreage of existing facility			
	C.	Number of buildings and square feet of each building			
	D.	Owned or leased			
	E.	Please describe the type of operation (e.g., manufacturing, wholesale, distribution, retail, etc.) and products and services offered at current location:			

	F.	Employment (current number of full-time employees or the equivalent)					
	G.	Annual payroll amount					
III.	<u>USE</u>	R'S OPERATIONS AT CURRENT LOCATION					
	A.	Address					
	B.	Acreage of existing facility					
	C.	Number of buildings and square feet of each					
	D.	Owned or leased					
	E.	Please describe the type of operation (e.g., manufacturing, wholesale, distribution, retail, etc.) and products and services offered at current location:					
	F.	Employment (current number of full time employees or the equivalent)					
	G.	Annual payroll amount					
IV.	PRO	PROPOSED PROJECT DATA					
	A.	Location of Project - Please attach a map highlighting the location of the Project. In addition, please give the real property tax map number and exact street address of the Project, including the city or village (if any) and town in which the Project will be located. (If no street address is available, please include a survey and the most precise description available.) Please also identify the school district within which the Project will be located:					

B.	Project Site - Please submit 3 copies of plans or sketches of the proposed acquisition, renovation or construction (under separate cover is permissible). Also attach a photograph of the site or existing facility to be improved.			
	1.	Acre	eage	
	2.	Acquisition of existing buildings:		
		a)	Existing buildings to be acquired (number of buildings and square feet of each building):	
		b)	Does the Project consist of additions and/or renovations to existing buildings? If so, indicate the nature of the expansion and/or renovation in reasonable detail.	
	3.	New	Construction:	
	3.	a)	Number and square feet of each new building to be constructed:	
		b)	Builder or contractor and address:	
		c)	Architect and address:	
	4.	Pres	ent use of the Project site:	

	Present user of Project site:				
6.	Relationship of present user of Project site to the Owner, if any:				
the F apprefect squa feet follo to be ware indu appli	ect Use Description – Please provide a detailed description of the Project a Project's intended use. (E.g., "The construction and equipping of an eximately square foot building, of which square will used for the manufacturing of, refeet will be used for warehousing finished products and square will be used for office space, and the acquisition and installation of the wing items of machinery and equipment:, used by the Owner/User in connection with the manufacturing and/or housing of for the stry.) If additional space is necessary, please attach an exhibit to this fication. **LICANTS FOR TAX-EXEMPT FINANCING PLEASE NOTE*: The arm Act of 1986 limits the types of facilities that are eligible for tax-exemptations.				
Are	there utilities on site?				
a.	Water (indicate municipal or other)				

each whic	ies, or subleased by the User to third parties, indicate the total square footage Project to be leased to each tenant, and the proposed use of that space by a tenant. Although the tenants may not yet be known, the general purposes of the Project will be used must still be indicated (e.g., manufacturing, officehouse, etc.). Use a separate sheet, if necessary.			
1.		_	equipment to be acquired as part ent will be new or used.	
2.				
	•	_	isted above been ordered or obtailers, contracts and/or invoices.	
 Has	construction work or	n the Project begun	? If so, complete the following:	
 Has	construction work or Site clearance	n the Project begun	? If so, complete the following:	
		, <u> </u>	-	
1.	Site clearance	□ yes	□ no% comple	
 2. 	Site clearance Foundation	□ yes	□ no% comple	
 1. 2. 3. 	Site clearance Foundation Footings	□ yes □ yes □ yes	□ no% comple □ no% comple □ no% comple	

H. Existing facilities within New York State:

any related persolocated and descri	facilities owned, leased or used by the Owner or User (or son) within the state? If so, tell where such facilities are cribe the terms of the Owner's or the User's (or any relatest in such facilities.		
	facilities within the state, is it expected that any of the rill close or be subject to reduced activity as a result of to?		
□ yes	□ no		
If you answered current facilities	"No" to question 2 above, please explain in detail how will be utilized.		
Project is reason	"Yes" to question 2 above, please indicate whether the ably necessary for the Owner or User, as applicable, to petitive position in its industry and explain in detail.		

Will locat	the Project meet current zoning requirements at its proposed ion?
□ y	es 🗆 no
a)	What is the present zoning?
b)	What zoning is required?
c)	If a change of zoning is required, please provide the details regarding, and described the status of, any change of zoning request.
	e Project site in an Agricultural District, in a primarily agricultur or currently in agricultural use? If yes, provide details.

J	site in a Historic District or does it contain any building nificance? If yes, describe.		
•	r state wetlands or any other environmentally critical or contiguous to the Project site? If yes, describe.		
•	site contain any underground or above ground storaghether or not currently in use? If yes, describe.		
approval, special that will be neces	eal or federal consents or approvals (e.g., site plan use permit, environmental permits, certificates of necessary in connection with the Project and describe the ch consent or approval.		
Does the Owner of Project site?	or the User (or any related person) currently lease the		
□ yes	□ no		
Does the Owner osite?	or the User (or any related person) now own the Proj		
□ yes	□ no		

	1.	If so, ii	ndicate:
		a)	Date of purchase
		b)	Purchase price
		c)	Balance of existing mortgage
		d)	Holder of mortgage
		e)	Special conditions
2.			does the Owner (or any related person) have an option or a ct to purchase the site and/or any buildings on the site?
		□ yes	□ no
	3.	If so, p	lease attach a copy of the option or contract and indicate:
		a)	Date signed
		b)	Purchase price
		c)	Proposed settlement/closing date
K.			nmental Audit or other examination of the environmental ne Project site been prepared within the last five years?
	□ yes		□ no
	If yes,	please a	attach a copy.

V. PROJECT COSTS

A. Give an accurate estimate of the cost of each of the following items, specifying in each instance the best estimate of the portion of such costs to be financed with tax-exempt or taxable bond proceeds, if applicable:

	% BOND FINANCED	
LAND*		<u>(</u>
ACQUISITION AND REHABILITATION COSTS:		
Existing Building**		(
Cost of Rehabilitation		(
COST OF NEW CONSTRUCTION:		
Construction of New Building		(
New Additions to or Expansions of Existing of Existing Building		(
ENGINEERING/ARCHITECTURAL FEES		(
MANUFACTURING EQUIP. TO BE INSTALLED		(
OTHER EQUIP. TO BE INSTALLED		(
LEGAL FEES (Bank, Bond, Agency & Company Counsel)		(
FINANCIAL CHARGES (specify)		(
AGENCY FEES		(
OTHER FEES/CHARGES, etc. (specify):		
		(
		(
TOTAL PROJECT COSTS:	\$	(
INT OF BOND REQUESTED (if applicable):	\$	

TOTAL COST AND

- * **APPLICANTS FOR TAX-EXEMPT FINANCING NOTE:** If acquiring land, please note that federal law prohibits the use of 25% or more of tax-exempt bond proceeds for the purchase of land.
- ** APPLICANTS FOR TAX-EXEMPT FINANCING NOTE: If acquiring existing buildings, please note that federal law prohibits the acquisition of existing buildings with tax-exempt bond proceeds unless the rehabilitation expenses to be incurred with respect

to the building within three years are equal to or greater than 15% of the portion of the cost of acquiring the building that is financed with tax-exempt bond proceeds. Rehabilitation does not include any amount expended on new construction (additions or expansions). These provisions do not apply to "Civic Facilities" for 501(c)(3) organizations.

B.	Method	of	financing	costs:

		<u>AMOUNT</u>	<u>TERM</u>
1.	Tax-exempt bond financing	\$	years
2.	Taxable bond Financing	\$	years
3.	IDA Sale/Leaseback with conventional financing***	\$	years
4.	IDA Sale/Leaseback with Owner/User Financing	\$	years
5.	JDA or other governmental funding***	\$	years
6.	Other loans***	\$	years
7.	Company's/Owner's equity contribution	\$	
TOTAL	L PROJECT COSTS:	\$	

*** Copies of all commitments must be submitted to the Agency before drafting of any bond or transaction documents can begin.

C.	costs, which are to be rein	X-EXEMPT FINANCING: Have any of the above abursed out of tax-exempt bond proceeds, been paid out of sale or purchase orders) as of the date of this	r
	□ yes	□ no	

If so, please give particulars, including dates paid or incurred on a separate sheet.

Will any of the funds to be borrowed the refinance an existing mortgage, outstandetails.	
Has the Owner made any arrangements bond or bonds? If so, indicate with wh commitments and/or term sheets.	•

VI. MEASURES OF GROWTH AND BENEFITS

A. Please complete the chart below by indicating on line #1 the present number of full-time or equivalent employees and the annual payroll for all current facilities of the User. On line #2, please provide the information with respect to Tioga County facilities only. (If no facilities are currently in Tioga County, indicate "0.") On lines #3 and #4, provide projections of employment and payroll at the proposed Project in Tioga County for the first and second year after the Project's completion:

			Full Time or Equivalent Employees	Annual Payroll \$
	1.	PRESENT (All Current Facilities)		
	2.	PRESENT (Tioga County Only)		
	3.	FIRST YEAR (Tioga County Only)		
	4.	SECOND YEAR (Tioga County Only)		
	В.	What, if any, will be the expected increase in business activity? \$	the annual dollar a	mount of sales or
	C.	Describe, if applicable, other benefits anticipatincluding but not limited to job retention.	ated as a result of the	his Project,
VII.	PROJ	ECT CONSTRUCTION SCHEDULE		
	A.	What is the proposed date for commencement Project?	t of construction or	acquisition of the
	В.	Give an accurate estimate of the time schedul- the first use of the Project is expected to occu	-	•
	C.	At what time or times and in what amount or will be required? Please provide your most ac		nated that funds

VIII.	WHA	AT TYPE OF FINANCIAL ASSISTANCE IS THE APPLICANT REQUESTING?				
	Standard PILOT					
	Deviation from Standard PILOT					
	If Dev	viation from Standard PILOT is requested, please explain				
-	A 7575					
IX.		ACH THE FOLLOWING FINANCIAL INFORMATION OF THE OWNER AND USER				
	A.	Financial statements for last two fiscal years (unless included in the Owner's or User's annual report).				
	B.	Owner's and User's annual reports (or Form 10-Ks) for the two most recent fiscal years. N/A - not publicly traded				
	C.	Quarterly reports (Form 10-Qs) and current reports (Form 8-Ks) since the most recent annual report, if any. N/A - not publicly traded				
	D.	In addition, if applicable, please attach the financial information described above in items A, B, and C of any expected guarantor of a proposed bond issue other than the Owner or the User. $_{\text{N/A}}$				
	E.	Upon the request of the Applicant, the Agency will review the information submitted pursuant to this Section VIII and return all copies to the Applicant within two weeks after the inducement date. Please indicate whether you require the information to be returned.				
		□ yes □ no				
THE F	PROJE	G THIS APPLICATION, I CERTIFY THAT I HAVE READ AND UNDERSTOOD CT POLICY MANUAL PROVIDED TO ME BY THE IDA AND AGREE TO ITH THE TERMS AND CONDITIONS SET FORTH THEREIN.				
		SIGNATURE OF PERSON COMPLETING APPLICATION				
		Name: Title:				
		Company: Date of Application:				
		Date of Application.				

CERTIFICATION

of individual submitting application following two options) ((ii) is the individual named in	ne of representative of entity submitting application, or name n) deposes and says that s/he (choose and complete one of the i) is a/the (title) of (entity name), the entity named in the attached application, or the attached application; that s/he has read the foregoing thereof; and that the same is true to his/her knowledge.
her/himself or on behalf of the deponent's belief relative to all ma personal knowledge are investigat subject matter of this application	is duly authorized to make this certification on behalf of entity named in the attached application. The grounds of tters in said application which are not stated upon his/her own ions which deponent has caused to be made concerning the n as well as, if deponent is not an individual applicant, in the course of his/her duties in connection with said entity aid entity.
applicant hereinafter referred to as Applicant shall be and is respon Development Agency (hereinafter in connection with this application provision of financial assistance to the Applicant fails to conclude on reasonable or specified period of withdraws, abandons, cancels or not the Applicant shall pay to the Agency to the application up to that date at for the Agency and fees of generate the transaction or sale of the bond Agency an administrative fee set be the date of the foregoing application understands that the Agency's both issuance expenses and, therefore, or	thity, or (ii) the individual applicant (such entity or individual the "Applicant"), deponent acknowledges and agrees that the sible for all costs incurred by the Tioga County Industrial referred to as the "Agency") acting on behalf of the Applicant on and all matters relating to the issuance of bonds or the which this application relates. If, for any reason whatsoever, a consummate necessary negotiations or fails to act within a soft time to take reasonable, proper or requested action or neglects the application, then upon presentation of an invoice, next, its agents or assigns, all actual costs incurred with respect and time, including fees to bond counsel or transaction counsel a counsel for the Agency. Upon the successful conclusion of a dissue contemplated herein, the Applicant shall pay to the toy the Agency in accordance with its fee schedule in effect on ation, which amount is payable at closing. The Applicant and counsel's fees and general counsel's fees are considered can be paid or reimbursed out of the proceeds of any resultant an aggregate amount not exceeding 2% of the face amount of
	Name: Title:
Sworn to before me this day of, 20	
(Seal)	

NEW YORK STATE FINANCIAL REPORTING REQUIREMENTS FOR INDUSTRIAL DEVELOPMENT AGENCIES

Please be advised that the New York General Municipal Law imposes certain reporting requirements on IDAs and recipients of IDA financial assistance. Of particular importance to IDA applicants is Section 859 (copy attached). This section requires IDAs to transmit financial statements within 90 days following the end of an Agency's fiscal year (Tioga County IDA FY is calendar), prepared by an independent, certified public accountant, to the New York State Comptroller, the Commissioner of the New York State Department of Economic Development and the governing body of the municipality for whose benefit the Agency was created (Tioga County). These audited financial statements shall include supplemental schedules listing the following information:

- 1. All straight-lease ("sale-leaseback") transactions and whether or not they are obligations of the Agency.
- 2. All bonds and notes issued, outstanding or retired during the period and whether or not they are or were obligations of the Agency.
- 3. <u>All new bond issues</u> shall be listed and for each new bond issue, the following information is required:
 - a. Name of the project financed with the bond proceeds.
 - b. Whether the project occupant is a not-for-profit corporation.
 - c. Name and address of each owner of the project.
 - d. The estimated amount of tax exemptions authorized for each project.
 - e. Purpose for which the bond was issued.
 - f. Bond interest rate at issuance and, if variable, the range of interest rates applicable.
 - g. Bond maturity date.
 - h. Federal tax status of the bond issue.
 - i. Estimate of the number of jobs created and retained for the project.
- 4. <u>All new straight lease transactions</u> shall be listed and for each new straight lease transaction, the following information is required:
 - a. Name of the project.
 - b. Whether the project occupant is a not-for-profit corporation.
 - c. Name and address of each owner of the project.
 - d. The estimated amount of tax exemptions authorized for each project.
 - e. Purpose for which each transaction was made.
 - f. Method of financial assistance utilized for each project, other than the tax exemptions claimed by the project.
 - g. Estimate of the number of jobs created and retained for the project.

Also of importance to IDA applicants is Section 874(8) of the General Municipal Law (copy

attached), which requires agents (i.e., project owners and/or occupants) of the Agency to file an annual statement with the State Department of Taxation and Finance, of the value of all sales tax exemptions claimed by such agents or their agents, including but not limited to consultants or subcontractors, who claim exemption from sales tax by virtue of the Agency's involvement in a transaction. The penalty for failure to file the statement is removal of authority to act as agent of the Agency.

Please sign below to indicate that you have read and understood the above.

	_
ame:	_
itle:	_
ompany:	_
ate:	_

RIDER A

TO BE COMPLETED BY ALL APPLICANTS FOR FINANCIAL ASSISTANCE FOR RETAIL PROJECTS OR PROJECTS WITH A RETAIL COMPONENT:

What percentage of the total Project cost will be used to finance premises that will be primarily used in making retail sales of goods or services to customers who personally visit the premises?
If the Agency does not provide the financial assistance requested in this application, we the Applicant or the Project User (if different from the Applicant) locate some or all of the jobs attributable to the Project outside New York State? If so, describe.
Will the proposed Project make available to residents of the city, town or village with which the Project will be located goods or services that are not otherwise reasonably available to such residents? If so, describe.

RIDER B

TO BE COMPLETED BY ALL APPLICANTS FOR TAX-EXEMPT FINANCING

(Note: Bond Counsel also will require applicant to complete a Bond Counsel Questionnaire to determine whether the Project qualifies, in whole or in part, for tax-exempt financing. The information requested in this Rider is for initial screening and structuring purposes.)

A. List capital expenditures with respect to this Project:

	Past 3 Years	Next 3 Years	<u>Total</u>
Land	\$	_ \$	\$
Buildings	\$	_ \$	\$
Equipment	\$	_ \$	\$
Engineering	\$	_ \$	\$
Architecture	\$	_ \$	\$
Research and development	\$	_ \$	\$
Interest during construction	\$	_ \$	\$
Other (please explain)	\$	_ \$	\$

If an expenditure may be either treated as a capital expenditure or may be currently expensed, for these purposes it must be treated as a capital expenditure.

Research and development expenses (other than in-house wages and supplies) with respect to a facility must be treated as capital expenditures with respect to products to be produced at the facility and with respect to equipment to be used there. Research and development expenses allocable to the project under the foregoing rule must be treated as capital expenditures with respect to it even though the research and development work takes place in a different municipality or state.

Costs of molds, etc., to be used at a facility are capital expenditures even if paid by the customer.

Costs of Equipment to be moved to a facility are capital expenditures even if the purchase and initial use of the equipment occurred outside the municipality.

B. List capital expenditures with respect to other facilities of the Company or any related corporation or person, if the facilities are located in the same municipality.

	Past 3 Years	Next 3 Years	<u>Total</u>
Land	\$	\$	\$
Buildings	\$	_ \$	\$
Equipment	\$	_ \$	\$
Engineering	\$	_ \$	\$
Architecture	\$	_ \$	\$
Research and development	\$	_ \$	\$
Interest during construction	\$	_ \$	\$
Other (please explain)	\$	_ \$	\$