



Job Retention and Creation Grant Program

Application

Business Name: _____ Web Address: _____

Contact Name & Title: _____ E-Mail: _____

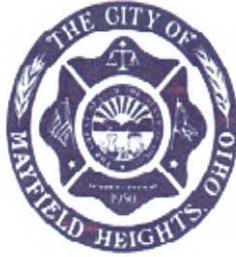
Mailing Address: _____

Phone Number: _____ Fax Number: _____

- 1.) Describe the company and history. (Attach information)
- 2.) List all subsidiaries or divisions the company operates and their location. (Attach information)
- 3.) Location of the project in Mayfield Heights: _____
- 4.) As of (date) _____, the company presently employees _____ full-time employees and _____ part-time employees at the Mayfield Heights facility. The current total annual payroll in Mayfield Heights is _____.
- 5.) Attach a list of current full and part time employees, their positions and their W-2 wages.

JOB RETENTION

- 1.) Explain the reason(s) why jobs will be lost within and/or the company will leave the City of Mayfield Heights.
- 2.) Include a timetable as to when the jobs will be retained and/or created.



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JOB CREATION

- 1.) Describe the scope of the project. (Attach information)
- 2.) The project will involve a total investment, plus or minus 10%, by the company as follows:

New Machinery and Equipment	\$ _____
New Furniture and Fixtures	\$ _____
Renovation of Existing Facility	\$ _____
Purchase of a Facility	\$ _____
Construction of New Facility	\$ _____
 TOTAL Investment in the Mayfield Heights Facility	 \$ _____
- 10.) When will the project start and be completely finished? (Attach a timetable)
- 11.) Will there be any employees relocated from other facilities, outside of the City of Mayfield Heights?
- 12.) Attach a list of how many full-time and part-time employees that are relocating and from which facility.
- 13.) The company shall create new employment opportunities in the City of Mayfield Heights within a time not exceeding _____ months from completion of the project. The job creation period begins approximately _____ and all jobs will be in place by December 31, _____.
- 14.) Attach a list of positions, the number of jobs to be created, their anticipated wages and a timetable for hiring.



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I/we have read Exhibit A – Job Retention and Creation Grant Program in entirety. This project will meet the minimum eligibility requirements as stated and we will comply with an annual audit and fee as stated. During the annual audit, the company must prove they retained and/or met the employment and payroll projections as proposed in the application.

All information in this application and the exhibits are true and complete to the best of my/our knowledge in an effort to obtain public incentives. I/we will provide any additional information requested in an effort to obtain public incentives. I/we will immediately inform in writing, the city of any substantial material changes affecting this application or the possible viability of the project. I/we authorize disclosure of all information submitted in connection with this application to my/our primary financial institution. I/we realize these requirements are necessary in seeking public incentives.

The applicant hereby certifies and declares that the applicant has sought to relocate into the City of Mayfield Heights through its own volition. Further the applicant certifies and declares that the City of Mayfield Heights in no way precipitated soliciting the applicant to relocate from its current business situs to the City of Mayfield Heights, and in no way took any action directly or indirectly tantamount to “poaching” or inducing the applicant to relocate into the City of Mayfield Heights.

The applicant further certifies and declares that any/all requirements articulated in Exhibit A (as amended) to City of Mayfield Heights ordinance number 2013-14, are reasonably calculated to lead to the success of the City of Mayfield Heights Job Retention and Creation Grant Program, are reasonable and not burdensome to the applicant, and the applicant agrees to comply with said requirements as they may become due or requested by the City.

Submitted by: _____ Title: _____

Signature: _____ Date: _____

***** Please attach a non-refundable fee of \$750.00 with this application.
Make checks payable to the City of Mayfield Heights*****