



## CLINTON COUNTY ENTERPRISE ZONE OFFICE

850 Fairfax Street • Room 124 • Carlyle, IL 62231

(618) 594-6632  
Fax (618) 594-6006  
ez@clintonco.illinois.gov  
www.clintonco.illinois.gov/ez

### APPLICATION - EXEMPTION CERTIFICATE BUILDING MATERIALS

#### Who is eligible for a Building Materials Sales Tax Exemption Certificate?

- Each construction contractor or subcontractor that purchases building materials to be incorporated into real estate in an Enterprise Zone by rehabilitation, remodeling, or new construction.
- Material must be for commercial, manufacturing, or industrial construction and not for residential.

#### How do I apply for a Building Materials Sales Tax Exemption Certificate?

- Construction contractors or subcontractors seeking exemption certificates must go through the Clinton County Enterprise Zone Administrator. Complete this form and return by email or fax. Contact information is listed above.
- Zone Administrator will submit applications for those construction contractors or subcontractors purchasing materials to incorporate into real estate in the Enterprise Zone.
- The project for which an exemption is sought must meet the eligibility requirements set forth in the Clinton County Enterprise Zone ordinance.
- All applicants must submit end-of-year reports through the "Business Incentives Reporting and Building Materials Exemption Certification" link at the Department of Revenue's website at [tax.illinois.gov/Businesses/Incentives/](http://tax.illinois.gov/Businesses/Incentives/).

#### **The address or location of the project**

Business or Owner Name: \_\_\_\_\_

Parcel Identification Number (PIN): \_\_\_\_\_ City (if any) \_\_\_\_\_

Project Address or Location: \_\_\_\_\_

#### **Name, address, phone number, and email of construction contractor or subcontractor seeking a certificate**

Contractor Name: \_\_\_\_\_ Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

#### **Project information**

Contractor's Total Contract Amount (materials, labor, etc): \$ \_\_\_\_\_

Percent of Contract that Consists of Building Materials Qualifying for Tax Exemption: \_\_\_\_\_ %

Estimated Construction Completion Date: \_\_\_\_\_

Federal Employer ID Number (FEIN) or IDOR "Applicant ID" (no SSN – see below): \_\_\_\_\_

\_\_\_\_\_  
Contractor / Subcontractor Signature

\_\_\_\_\_  
Date

IMPORTANT: If you are a sole proprietor using a Social Security Number as your business identification number, you must first obtain an "Applicant ID" through the Building Materials Exemption Certificate program at [tax.illinois.gov/Businesses/Incentives/](http://tax.illinois.gov/Businesses/Incentives/) and provide it on the above form.

1/2016