



CLINTON COUNTY ENTERPRISE ZONE OFFICE

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CONTRACTOR APPLICATION EXEMPTION CERTIFICATE FOR 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 must complete this form.
- 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 apply 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 to the Illinois Department of Revenue.
- 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 Illinois Department of Revenue's website at tax.illinois.gov/Businesses/Incentives/.

Contractor / Subcontractor (Complete One per Contractor / Subcontractor)

Project Name: _____

Project Address (Street, City, State, ZIP) or PIN: _____

Contractor Name: _____

Contractor Address (Street, City, State, Zip): _____

Phone: _____ Email: _____

FEIN or Applicant ID: _____

Total Contract Amount (materials, labor, etc): _____

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

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/ and provide it on the above form.