



## 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

---

# PROPERTY INFORMATION

## EXEMPTION CERTIFICATE FOR BUILDING MATERIALS

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

- Building materials to be incorporated into real estate in an Enterprise Zone by rehabilitation, remodeling, or new construction.
- Must be for commercial, manufacturing, or industrial construction and not for residential.

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

- Property owners 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 property owners, construction contractors, and 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 Illinois Department of Revenue’s website at [tax.illinois.gov/Businesses/Incentives/](http://tax.illinois.gov/Businesses/Incentives/).

### Business Information

Business or Owner Name: \_\_\_\_\_  
Mailing Address (Street, City, State, ZIP): \_\_\_\_\_  
Email address: \_\_\_\_\_ FEIN or Applicant ID: \_\_\_\_\_  
Unemployment Insurance Number (UIN), if any \_\_\_\_\_

### Project Information

Project Name: \_\_\_\_\_  
Project Address (Street, City, State, ZIP): \_\_\_\_\_  
Project Parcel Identification Number (PIN): \_\_\_\_\_  
Full Time Equivalent Employees at Start of Project (may be zero if new construction): \_\_\_\_\_  
Estimated Full Time Equivalent Employees at Conclusion of Project: \_\_\_\_\_  
Estimated Total Cost of Building Material: \$ \_\_\_\_\_ Estimated Total Cost of Labor: \$ \_\_\_\_\_  
Building Permit Issue Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

\_\_\_\_\_  
Owner 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.

3/2017