

City of Philadelphia Department of Revenue

FOR DEPARTMENT USE ONLY
Application No. _____
Date Received _____

RENEWAL APPLICATION

**FOR TAX CREDIT FOR CONTRIBUTION TO A COMMUNITY DEVELOPMENT CORPORATION
(SECTION 19-2604 OF THE PHILADELPHIA CODE)**

SECTION I	
Applicant/Sponsor	

1. Applicant's Name

2. Address

3. Contact Person

4. Telephone Number

5. Federal Employee Identification

6. BPT Account Number

7. Date of Annual Contribution To
Community Development Corporation

8. Commencement Date

SECTION II	
Community Development Corporation	

1. Name of Community Development Corporation

2. Address

3. Contact Person and Title

4. Telephone Number

5. Geographic Boundaries of Target Area

6. Federal Employee Identification Number

7. City Council District(s)

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SECTION III

Attachments

The following information must be submitted with this application:

1. Attach a narrative description that itemizes the activities and projects in the current year. This shall include a listing of completed economic development projects that delineate the economic development benefits and project budgets. In addition, it should include specifically the areas of economic distress that were addressed with the tax credit funding.
2. Attach a budget that delineates how the tax credit funds in the current year were spent.
3. Attach a detailed description of the attributes which continue to make your community economically distressed.
4. Attach a detailed description of the scope of work, which will be completed with the tax credit funds, which address one or more of the attributes, which make your community economically distressed.
5. Attach a budget that delineates how the tax credit funds will be spent in the coming year.
6. Attach an executed copy of the **Qualifying Community Development Corporation's Certification of Compliance with all Federal, State, And City Laws, Ordinances, And Resolutions And Certification Of Non-Indebtedness To The City of Philadelphia.**
7. Attach a current list of QCDC's board members.

SECTION IV

Certification: To be signed by an authorized company representative.

I hereby certify that all information contained in this document and attachments are true and correct to the best of my knowledge. If I knowingly make a false statement to obtain the tax credit for contribution to a community development corporation, I _____, may be subject to criminal prosecution.
Company and Signer

Signature: _____

Date: _____

Print Name: _____

Representing: _____

Address: _____

City of Philadelphia

Department of Revenue

GENERAL INSTRUCTIONS

- A. **Who Must File:** In order to obtain the tax credit authorized under the Contribution To A Community Development Corporation, business firms must submit this renewal application for approval.
- B. **When to File:** Renewal Application must be filed on or before October 15th of each year with the City of Philadelphia, Department of Revenue.
- C. **Signature and Mailing:** The application must be signed by an authorized officer of the applicant. The original and two (2) copies of the renewal application must be mailed to the Revenue Commissioner, Municipal Services Building, Room 630, 1401 John F. Kennedy Boulevard, Philadelphia, PA 19102.
- D. **Claiming Tax Credit:** You will receive a copy of the approved **Renewal Application for Tax Credit to a Community Development Corporation**, attach a copy of the approved renewal application when filing your tax return with the City of Philadelphia, Department of Revenue.

Section I

- Item 1: Indicate exact name of business firm.
- Item 2: Indicate address to which correspondence concerning this application is to be directed.
- Item 3: Person to be contacted if additional information is needed.
- Item 4: Telephone number of contact person.
- Item 5: Indicate Federal Identification Number (EIN) assigned to the business.
- Item 6: Indicate City of Philadelphia Business Privilege Tax Account Number assigned to the business.
- Item 7: List the date or dates of the \$100,000 Annual Contribution to the Community Development Corp.
- Item 8: Indicate the commencement date that the business partner entered into the Community Development Tax Credit Program.

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Section II

Item 1: Indicate exact name of Community Development Corporation.

Item 2: Address of Community Development Corporation.

Item 3: Person to be contacted if additional information is needed.

Item 4: Telephone number of contact person.

Item 5: Geographic location of project.

Item 6: Indicate Federal Identification Number (EIN) assigned to the Community Development Corporation.

Item 7: Indicate City Council District(s) of the Community Development Corporation.

Section IV

This section certifies that the information provided in the application is true and correct to the best of the signer's knowledge. The signer must have the authority to bind the applicant to the terms and conditions of Section 19-2604 (6) of the Philadelphia Code and Section 501 of the Business Privilege Tax Regulations. False information may subject the signer and company to criminal prosecution.

City of Philadelphia
Department of Revenue
Application Approval

FOR DEPARTMENT USE ONLY

Application No. _____

Name of Applicant _____

Department of Revenue

Approving Authority

Title

Date

Commerce Department

Approving Authority

Title

Date

**QUALIFYING COMMUNITY DEVELOPMENT CORPORATION (“QCDC”)'S
CERTIFICATION OF COMPLIANCE WITH ALL FEDERAL, STATE, AND CITY
LAWS, ORDINANCES, AND RESOLUTIONS**

AND

CERTIFICATION OF NON-INDEBTEDNESS TO THE CITY OF PHILADELPHIA

The QCDC hereby certifies and represents to the City of Philadelphia that the QCDC and the QCDC's parent company(ies) and subsidiary(ies) are currently in compliance and shall remain in compliance with all Federal, State, and City laws, ordinances, and resolutions.

In addition, the QCDC hereby certifies and represents to the City of Philadelphia that the QCDC and the QCDC's parent company(ies) and subsidiary(ies) are not currently indebted to the City for any delinquent taxes, and shall not at any time during the term of the Tax Credit Program be indebted to the City for or on account of any delinquent taxes (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), liens, judgment, fees or other debts for which no **written** agreement or payment plan satisfactory to the City has been established.

If the QCDC or the QCDC's parent company(ies) and subsidiary(ies) are determined to be in violation of said laws, ordinances, and regulations, the City may **disqualify** the QCDC from the Tax Credit Program.

Name of QCDC

By: _____
Authorized Signatory

Title: _____
President or Vice President

Print Name

Attest: _____
Secretary or Treasurer

Print Name