



Allouez Village Hall • 1900 Libal Street • Green Bay, WI 54301-2453 • (920) 448-2800 • Fax (920) 448-2850

TIF DISTRICT REQUEST PROCESS AND APPLICATION REQUIREMENTS INTRODUCTION

The Allouez Village Board will administer the Village's tax increment financing program. A non-refundable application fee of \$500 is required for processing of the initial application. The application fee shall be paid to the Village at the time of the application submittal. Fees and applications will be accepted at Village Hall and are subject to change without notice.

INFORMATION REQUIRED

- **General Information:** List the Date, Project Name, Tax Key Numbers involved, and the TID District Number the project is affiliated with (If within an existing TID).
- **Applicant Information:** "Applicant" refers to the proprietor, general partner, authorized member, or manager of an LLC, or corporate officer signing this application. List the Name, Title, Company, Address, City, State, Zip, Email Address, Phone, and Fax for this individual.
- **Information about Management:** List all owners, officers, directors, investors, members and/or partners. List the Name, % of Ownership (and provide updates to Village when significant ownership changes occur), Title, Company, Address, City, State, Zip, Email Address, Phone, and Fax for these individuals.
- **Information about Support Firms:** List the attorneys, accountants, contractors, engineers, architects, and/or other consultants supporting the venture. List the Name, % of Ownership, Title, Company, Address, City, State, Zip, Email Address, Phone, and Fax for these individuals.
- **Information about the Project:**
 - Concept Plan for the proposed development and/or redevelopment

- Summary of how the project relates to the variables found in the Village's adopted TID Guidelines (Including Job Information if Applicable).
- Detailed outline of the requested TID incentives.
- Incentive requests/costs (infrastructure requests may need Village assistance or cash assistance requested).
- Existing parcel information including current values.
- Anticipated value to be added to the TID as a result of the project (resulting fair market values, possible future assessments, increment generations, etc.).
- Identification of security provision for the Village for cash incentives or payments towards debt service (letters of credit, personal guarantees, special assessments, etc.)

Please submit all paperwork to: Brad Lange
 Village Administrator
 1900 Libal Street
 Green Bay, WI 54301

Phone: (920)448-2800 ext. 106 E-mail: brad@villageofallouez.com
 Website: www.villageofallouez.com