

# REQUEST FOR ECONOMIC DEVELOPMENT INCENTIVES

## City of Las Vegas, NM

### Requestor

Legal name	
Trade name (dba)	
Address	
City, State, ZIP	
Phone #	
Fax #	
Primary contact person	
Federal Tax ID #	
NM State Tax. and Rev. #	
City Business License #	

This business is organized as a:

- C-Corporation  
  S-Corporation  
  LLC  
  Partnership  
  Proprietorship

Principals	Title	Address

Please **attach** copies of:

- Incorporation papers
- By-laws
- Resumes of all principals (owners, partners, directors or officers).

### What is the primary business of your company?

Please provide a brief summary of the project you are undertaking, including description, purpose, time frame, and total costs. Attach any relevant information or documentation.

### How can the City help your company?

What specific incentives are you asking the City to provide (e.g., parcel of land, building lease, waiver of fees, industrial revenue bonds)?

### Please give us your financial history?

- Yes No    Has the business or any of its officers ever been involved in a bankruptcy?  
Yes No    Has the business or any of its officers ever defaulted on any loans or any other financial obligation?  
Yes No    Does the business or any of its officers have any loans or other financial obligations on which payments are not current?

If you answered yes to any of the above questions, please **attach** a brief explanation.

Please **attach** copies of:

- Financial statements for the past three years (income statements and balance sheets)
- Projected income and cash flow statements for at least three years
- Completed credit check authorization

**How will your company be funded?**

Funding Type	Source	Amount
Equity Investment		
City Funding		
Bank Loans		
Other Loans		
Other Sources		
	TOTAL	

Please **attach** evidence of funding sources, such as letters of commitment or intent to fund.

**A business plan is required for us to consider your application.**

Please **attach** your business plan for the entity and/or the proposed project, to include:

- Executive summary
- Business description and history
- Product or service description
- Market analysis and strategy
- Summary of competition
- Operations plan
- Organizational chart
- Description of previously completed projects
- Resumes of key staff involved with this project

**How will you company affect the local economy?**

How many and what type of jobs will this project **create**?

Job Title or Type	Estimated Pay Scale	Number of Jobs Created		
		At Start-up	Beginning of Year 2	Beginning of Year 3
Total No. of Jobs Created				
Total Estimated Payroll				

Please indicate in the above chart which jobs will you:

- Fill locally (**L**)
- Fill by transfer from other facilities or recruit from outside the Las Vegas area (**O**)

**How many and what type of jobs will your company employ or impact?**

Job Title or Type	Estimated Pay Scale	Number of Jobs Retained/Impacted		
		At Start-up	Beginning of Year 2	Beginning of Year 3
Total No. of Jobs Retained/Impacted				
Total Estimated Payroll				

**What is the anticipated impact of this project on the local tax base?**

**What is the anticipated impact of this project on local school system?**

## AUTHORIZATION FOR CREDIT CHECK

As part of our due diligence in processing your request for economic development incentives, the City of Las Vegas may elect to obtain credit reports in relation to you and your business.

I hereby authorize the City of Las Vegas to obtain such personal or business credit reports.

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Federal Tax ID #

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

# ADMINISTRATIVE HANDLING RECORD

Date received: \_\_\_\_\_ Date reviewed: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

<b>Review Item</b>	<b>Yes</b>	<b>No</b>	<b>Incompl.</b>	<b>N/A</b>
Incorporation papers				
Bylaws				
Resumes of principals				
Financial statements (3 yrs)				
Pro-forma statements (3 yrs)				
Credit check authorization				
Credit check complete				
Evidence of funding				
Business plan				
Economic impact				

Date presented to LVSMEDC board: \_\_\_\_\_

Board recommendation: \_\_\_\_\_

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Date presented to City Council: \_\_\_\_\_

Action by City Council: \_\_\_\_\_

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