

**Town of Hickory Creek/Hickory Creek EDC**  
***Application for Business Development Incentives***

Please submit the following application and supporting documentation to the Town of Hickory Creek, Attention: Economic Development, 1075 Ronald Reagan Ave. Hickory Creek, TX 75065 Phone: 940-497-2528 or fax: 940-497-3531.

**1 . APPLICANT INFORMATION (Responsible Person):** Application Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Applicant Name: \_\_\_\_\_ Title: \_\_\_\_\_

Applicant Address: Physical \_\_\_\_\_ Box \_\_\_\_\_

Applicant Town, State Zip Code: \_\_\_\_\_

Applicant Area Code/Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Drivers License # & State \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: Physical \_\_\_\_\_ Box \_\_\_\_\_

Company Town, State Zip Code: \_\_\_\_\_

Company Area Code/Phone: \_\_\_\_\_ Area Code/Fax: \_\_\_\_\_

Company Web Page: \_\_\_\_\_ Email: \_\_\_\_\_

Previous Co. Mailing Address: Physical \_\_\_\_\_ Box \_\_\_\_\_

Previous Co. Town, State Zip Code: \_\_\_\_\_

Business is a (please check one):

(a.)  Corporation -  Texas or  Foreign; (b.)  Partnership;

(c.)  Sole Proprietorship; (d.)  Other (Please Explain) \_\_\_\_\_

Date Company Established: \_\_\_\_\_ Federal Taxpayer ID Number: \_\_\_\_\_

Please List Business References:

1. Bank Name \_\_\_\_\_ Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

2. Accounting Firm \_\_\_\_\_ Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

3. Legal Firm \_\_\_\_\_ Address: \_\_\_\_\_

Attorney Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

4. Other \_\_\_\_\_ Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**2. PROPERTY OWNER INFORMATION:**

Property Owner's Name: \_\_\_\_\_

Mailing Address: Physical \_\_\_\_\_ Box \_\_\_\_\_

Area Code/Phone: \_\_\_\_\_ Area/Code Fax: \_\_\_\_\_

Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_ Web Page: \_\_\_\_\_

**3. PROPERTY OWNER'S REPRESENTATIVE:**

Owner's Representative's Name: \_\_\_\_\_

Mailing Address: Physical \_\_\_\_\_ Box \_\_\_\_\_

Area Code/Phone: \_\_\_\_\_ Area/Code Fax: \_\_\_\_\_

Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_ Web Page: \_\_\_\_\_

**4. PROPERTY INFORMATION:**  Own  Leasing  Will Purchase \$ \_\_\_\_\_

Property Location (including school district jurisdiction): \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Legal Description / Total Acreage (Provide survey if by metes and bounds):

Most Current Denton County Tax Appraisal District (DCTAD) Assessed Valuation (Please attach copy of DCTAD Statement) on real property and improvements:

Real Property: \_\_\_\_\_ Improvements \_\_\_\_\_

**5. PROJECT DESCRIPTION:** Please describe the following aspects of the project.

Intended Use: (e.g. hotel, retail, industrial, manufacturing, medical, wholesale, call center, corporate office, professional office, research/development, etc.) \_\_\_\_\_

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This project is:  Existing  Expanding  New Relocating (from another state - \_\_\_\_\_)

Relocating from another Texas Town/County? \_\_\_\_\_

Give location of current facilities:

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Will the occupancy be  Owner/Owned or  Landlord/Tenant? If leasing, what is the length of the lease (please include copy of the lease)? \_\_\_\_\_

Is there adequate infrastructure available to the site? If not, please detail required improvements.

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**6. DEVELOPMENT CONCEPT:** Please describe the development concept for the project.

Building Type: (# of stories, architectural style, materials, etc.) \_\_\_\_\_

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Development Concept: (single building or campus setting, open space, surface or structured parking, acreage, vehicular access, etc.) \_\_\_\_\_

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General Description of business activities: \_\_\_\_\_

**7. TIMING QUESTIONS:** Please provide an estimation of the following timing questions.

Reference	Month/Year	Item
a.		
b.		
c.		

**8. PROJECT CRITERIA:**

Ref. #	Category	Approximate Dates by Phase					
		Phase I (month/yr)		Phase II (month/yr)		Phase III (month/yr)	
<b>INVESTMENT</b>							
a.	Building in Square Feet	s.f.		s.f.		s.f.	
b.	Construction Value	\$		\$		\$	
c.	Personal Property Value	\$		\$		\$	
d.	Total Improvement Value	\$		\$		\$	
<b>TAXES</b>							
e.	Direct Sales Tax Paid Due to Company Purchases	\$		\$		\$	
f.	Annual Sales Tax Generated & Collected in Hickory Creek	\$		\$		\$	
g.	Projected Taxable Inventories at End of Year	\$		\$		\$	
<b>CURRENT EMPLOYEES</b>		P-T	F-T	P-T	F-T	P-T	F-T
h.	Current # Employees						
i.	Current # Employees RELOCATING						

j.	Type Jobs of Current Employees						
j.	Payroll for Current Emps	\$	\$	\$	\$	\$	\$
l.	# of Emp w/annual salary of \$50,000 or greater						
m.	% of Employees residing in Denton County	%	%	%	%	%	%
n.	Average Annual Salary Per Employee	\$	\$	\$	\$	\$	\$
<b>NEW EMPLOYEES</b>		P-T	F-T	P-T	F-T	P-T	F-T
o.	# of New Jobs to be Created						
p.	Type Jobs of Current Employees						
q.	Payroll for New Created Jobs/Employees	\$	\$	\$	\$	\$	\$
r.	# of Emp w/annual salary of \$50,000 or greater						
s.	% of Employees residing in Denton County	%	%	%	%	%	%
t.	Average Annual Salary Per Employee	\$	\$	\$	\$	\$	\$
u.	Total Current & New Annual Payroll	\$	\$	\$	\$	\$	\$
<b>OTHER INFO</b>							
v.	Number of out of Town Visitors Expected						
w.	Number of Phone Lines Expected to be Installed						
x.	Total Annual Sales From Outside Texas						

Reference: Provide any additional notes here regarding any of the items above (e.g. 8a – Notes):

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**9. COMMUNITY IMPACTS**

Describe the pros & cons of how this project will affect existing businesses in the development area.

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What effect will the project have on the local housing market? \_\_\_\_\_

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What effect will the project have on the local school district? \_\_\_\_\_

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Will the project create any environmental quality impacts on  Air,  Water,  Visual, or  Other?

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Will the project have a high demand for  Water,  Wastewater,  Electricity, or  Gas?

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Is the property currently properly zoned for your project?  Yes  No

Will there be any  Rezoning and/or  Platting and/or  Re-platting?

**10. INCENTIVE REQUEST:** Please outline the incentive you are requesting of this board and the

necessity of your request for this project. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please summarize the overall economic impact this project will have on the Town of Hickory Creek.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**11. PROJECT PARTNERS:** Please list any other financial partners or investors involved in this project.

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

Project Relationship \_\_\_\_\_

Address: Physical \_\_\_\_\_ PO Box \_\_\_\_\_

City, State Zip Code: \_\_\_\_\_

Area Code/Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Drivers License # & State \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

Project Relationship \_\_\_\_\_

Address: Physical \_\_\_\_\_ PO Box \_\_\_\_\_

City, State Zip Code: \_\_\_\_\_

Area Code/Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Drivers License # & State \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Project Relationship \_\_\_\_\_

Address: Physical \_\_\_\_\_ PO Box \_\_\_\_\_

City, State Zip Code: \_\_\_\_\_

Area Code/Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Area Code/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Drivers License # & State \_\_\_\_\_

**12. OTHER INFORMATION:**

Have you or any of your partners had any legal judgments against a current or prior business?

No/Yes (Explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you or any of your partners declared bankruptcy in the last 5 years?

No/Yes (Explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you or any of your partners ever been convicted of a felony or misdemeanor of moral turpitude?

No/Yes (Explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



13. Please indicate what North American Industry Classification System (NAICS) code they are. The website to look up sector codes is: <https://www.census.gov/eos/www/naics/>

14. **SUPPORTING INFORMATION:** In addition to the information provided in this application, please enclose the following documents as indicated below with your application.

<u>Requested</u>	<u>Attached</u>	<u>Item</u> (10 copies each of color prints or B/W original for reproduction)
		<b>EXISTING BUSINESS</b>
_____	_____	Audited financial statements for the past 3 years preceding this application
_____	_____	Annual Reports for the past 3 years preceding this application
_____	_____	Profit/Loss Statement
_____	_____	Cash Flow Statement
_____	_____	Business Plan
_____	_____	Market Analysis
_____	_____	Evidence of ownership of subject real property
_____	_____	Title Report
_____	_____	Personal Credit Reports for all parties
_____	_____	Most recent _____ County Tax Appraisal District Assessed Valuation Statement
_____	_____	Corporate, Federal & State Tax Returns for the past 3 years (new business start-ups provide personal income tax returns)
_____	_____	Drawings/specifications
_____	_____	Survey of Property in metes and bounds
_____	_____	Certificate of Good Standing from the Texas Comptroller's Office
_____	_____	Attached notary statement complete with notarization
_____	_____	Other: _____
_____	_____	Other: _____
		<b>PROPOSED NEW BUSINESS START-UP OR IMPROVEMENTS</b>
_____	_____	Proposal Cover Letter
_____	_____	Business Plan
_____	_____	Market Analysis
_____	_____	Evidence of ownership of subject real property
_____	_____	Title Report
_____	_____	Personal Credit Reports for all parties
_____	_____	Most recent Denton County Tax Appraisal District Assessed Valuation Statement
_____	_____	Corporate, Federal & State Tax Returns for the past 3 years (new business start-ups provide personal income tax returns)
_____	_____	Drawings/specifications and/or conceptual development layout
_____	_____	Survey of Property in metes and bounds
_____	_____	Certificate of Good Standing from the Texas Comptroller's Office
_____	_____	Attached notary statement complete with notarization
_____	_____	Other: _____
_____	_____	Other: _____



**Notarized Statement**

In reference to the Hickory Creek EDC Business Incentive application for \_\_\_\_\_  
Company, my relationship to the applicant in the foregoing application is \_\_\_\_\_.

I am authorized to make this application on behalf of the applicant. I hereby certify that the information set forth in and enclosed with this application is true and correct. I further certify that the applicant and/or business requesting the incentive does not and will not knowingly employ an undocumented worker. I hereby agree that if after receiving a public subsidy the business is convicted of a violation under 8 U.S.C. Section 1324a(f) the business shall repay the amount of the public subsidy with interest, at the rate and according to other terms provided by the agreement not later than the 120<sup>th</sup> day after the date the city or 4B corporation notifies the business of the violation.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

STATE OF TEXAS       §  
                                  §  
COUNTY OF \_\_\_\_\_§

Before me \_\_\_\_\_ on this day personally appeared \_\_\_\_\_ known to me  
(or proved to me on the oath of \_\_\_\_\_ or through \_\_\_\_\_  
(description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

(SEAL)

\_\_\_\_\_

Notary Public in and for the State of Texas

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Type or Print Notary's Name:



Hickory Creek Economic Development Corporation  
1075 Ronald Reagan Ave. - Hickory Creek, TX 75065  
Phone: 940-497-2528 - Fax: 940-497-3531

## AUTHORIZATION TO RELEASE INFORMATION TO A THIRD PARTY

The undersigned authorizes the Hickory Creek Economic Development Corporation to verify all information with any source to obtain credit, employment, banking, brokerage firms, income information, and/or credit ratings, (including information of a confidential or privileged nature) for the purposes of processing the recent business incentive application.

By ATTACHING this RELEASE FORM, OR A COPY OF THE SAME, to any verification form requiring the undersigned's signature, you are authorized by the undersigned to release the information requested by the Hickory Creek Economic Development Corporation. I hereby release you, your organization, or others from liability or damage which may result from furnishing the information requested.

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

PRINT NAME OF APPLICANT \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

PRINT NAME OF APPLICANT \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is presently known to me and (or) who produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature (Notary)

Notary Seal

\_\_\_\_\_  
Print Name (Notary)