



Industrial Tax Exemption Program

ANNUAL REPORT FOR INCENTIVE PROGRAMS INSTRUCTIONS

SECTION ONE

Business Information

- **Date:** Date form is filled out
- **Calendar Year:** Year for which the report is being filed
- **Parish:** This is the parish the project is located in
- **Company Name/Contractee:** Legal name of the applicant that entered into the contract
- **Physical Location of Plant:** Actual location of the plant the exemption is being requested for by street address, including town

SECTION TWO

Economic Impact Information

REQUIRED DATA:

- **Number of Employees:** Permanent, full time employees as of 12/31 of the year reported on
- **Annual Payroll:** Total Payroll for the employees reported on
- **Subcontract Employees:** This is the total of all buildings applied for on this exemption request
- **Payroll for Subcontract Employees:** This is the payroll for the full time employees of the subcontractor
- **Ad Valorem Tax Paid in Louisiana:** This is the property tax paid for assets that are not under exemption. This does not include inventory tax
- **Inventory Tax:** This is the inventory tax the company has paid in the State of Louisiana for this site
- **Louisiana State Sales and Use Tax:** : Permanent, full time employees as of 12/31 of the year reported on
- **Louisiana Local Sales and Use Taxes paid:** This is for local sales and use taxes paid at this specific site only
- **Other State Taxes paid:** This includes franchise, income or other taxes paid that are not otherwise identified above

Note: Must provide calendar reporting year

SECTION THREE

Environmental –
Final Enforcement Actions

- **Total Final Actions:** Provide the number of enforcement actions levied against company in the year the report is issued
- **Total Final Fines:** Provide the total fines that the above referenced enforcement actions levied against the company
- **Detailed reports:** If a company has been fined or had an enforcement action filed against them, they are required to provide additional detail about such actions. This includes the LDEQ and EPA. Date of action and action taken must also be provided. The company should also provide a copy of their corrective actions taken in response to the fine

SECTION FOUR

Worker Safety –
Final OSHA Actions

- **Total Final Actions:** Provide the number of enforcement actions levied against company in the year the report is issued
- **Total Final Fines:** Provide the total fines that the above referenced enforcement actions levied against the company
- **Detailed reports:** If a company has been fined or had an enforcement action filed against them, they are required to provide additional detail about such actions. These are specific to the Federal Occupational Safety and Health Administration (OSHA). Date of action and action taken must also be provided. The company should also provide a copy of their corrective actions taken in response to this fine



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FOR OFFICE USE ONLY

RECEIVED DATE _____

ID # _____

INITIALS _____

ANNUAL REPORT FOR INCENTIVE PROGRAMS

SECTION 1: BUSINESS INFORMATION

DATE	<input type="text"/>	CALENDAR YEAR	<input type="text"/>	PARISH OF PROJECT SITE	<input type="text"/>
COMPANY NAME/CONTRACTEE	<input type="text"/>				
PHYSICAL LOCATION OF PLANT	<input type="text"/>				

For each location for which a tax incentive contract was approved by the Louisiana Board of Commerce and Industry and the Governor, after January 1, 1995, Contractee shall file a report no later than May 1st of each year (beginning in 1996) and shall include all of the required information for the previous calendar year.

SECTION 2: ECONOMIC IMPACT INFORMATION

REQUIRED DATA	Calendar Reporting Year - 20____
# of persons employed by contract holder (On Dec. 31)	
Total annual payroll earnings of persons employed by contract holder	
# of person employed on-site on a regular full time basis or full time equivalent by other than the contract holder (On Dec. 31)	
Total annual payroll earnings of persons employed on-site by other than contract holder	
Ad Valorem Property Tax paid in Louisiana for this location (please do not include inventory tax)	
Inventory Tax Paid in Louisiana for this location	
Louisiana State Sales and Use Tax paid	
Louisiana Local Sales & Use Tax paid	
Total other Louisiana State Taxes paid (franchise, income, etc.)	

This report should include any information regarding the location's voluntary participation in community, civic or charitable activities which benefit the citizens of Louisiana and/or any other such information which the contract holder believes to be of interest to the Board.

SECTION 3: ENVIRONMENTAL - FINAL ENFORCEMENT ACTIONS

Total Final Actions : _____

Total Final Fines \$: _____

Provide a report, on a separate sheet, describing each final enforcement action and fines paid. Also, include date of action and action taken to the Louisiana Department of Environmental Quality (DEQ) and/or United States Environmental Protection Agency (EPA).

This report should include a description of the corrective actions or mitigation efforts undertaken by the location in response to the above, and a description of expenditures, procedures or other measures undertaken in the furtherance of environmental performance.

SECTION 4: WORKER SAFETY - FINAL OSHA ACTIONS

Total Final Actions : _____

Total Final Fines \$: _____

Provide a report, on a separate sheet, describing each final Federal Occupational Safety and Health Administration (OSHA) action imposed and date of action that resulted in a penalty or fines paid.

This report should include a description of the corrective actions or mitigation efforts undertaken by the location in response to the above, and a description of expenditures, procedures or other measures undertaken in the furtherance of worker safety.