

**TAX INCREMENT FINANCING  
APPLICATION**



**BRISTOL TENNESSEE HOUSING &  
REDEVELOPMENT AUTHORITY**

Please complete and submit the following information to the Bristol Tennessee Housing & Redevelopment Authority ("BTHRA") for a more detailed review of the feasibility of your request for Tax Increment Financing ("TIF"). The application is comprised of four parts: Applicant Information, Project/Property Information, Project Budget/Financing Strategy and Buyer Certification and Acknowledgment. Where there is not enough room for responses provided, please use an attachment. Please see the City of Bristol Tax Increment Financing Policy and Guidelines for further information related to this Application.

A \$1,000 non-refundable review fee is required with the submission of this application.

**Applicant Information**

Legal Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Primary Contact \_\_\_\_\_ Telephone: \_\_\_\_\_

Email \_\_\_\_\_ Fax: \_\_\_\_\_

Legal Entity      \_\_\_ Individual(s)      \_\_\_ Corporation      \_\_\_ LLC  
                         \_\_\_ Partnership      \_\_\_ Other: \_\_\_\_\_

If not a Tennessee corporation/partnership/LLC, state where organized: \_\_\_\_\_

Will new entity be created for ownership? \_\_\_ Yes \_\_\_ No

Principals of existing or proposed corporation/partnership/LLC and extent of ownership interest.

<u>Name</u>	<u>Address</u>	<u>Title</u>	<u>Interest</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have any of the applicants (including the principals of the corporation/partnership/LLC) ever been convicted of a misdemeanor or a felony? \_\_\_ Yes \_\_\_ No. If yes, please furnish details: \_\_\_\_\_

\_\_\_\_\_

Please attach:

- Resumes of principals
- Articles/Bylaws of corporation/partnership/LLC
- Partnership agreement

### **Project/Property Information**

Describe project/proposed use and objectives: \_\_\_\_\_

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Property Summary:      Building area: \_\_\_\_\_ SF      # Stories: \_\_\_\_\_  
Basement \_\_\_\_ Yes \_\_\_\_ No      Land Area: \_\_\_\_\_ SF  
# Units \_\_\_\_\_      # Parking Spaces \_\_\_\_\_

Describe any zoning changes to be requested: \_\_\_\_\_

Identify other approvals, permits or licenses (i.e. TDEC, Health Department, etc.):

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Discuss neighborhood impact/support: \_\_\_\_\_

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Name of Redevelopment District: \_\_\_\_\_

### **Development Team**

Developer \_\_\_\_\_

Architect \_\_\_\_\_

Contractor \_\_\_\_\_

Other Members \_\_\_\_\_

Describe team expertise and experience in developing similar projects:

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Financial ability of respondent to carry out development project: \_\_\_\_\_

\_\_\_\_\_

Full and part-time jobs to be created by proposed project including estimated salary ranges: \_\_\_\_\_

Estimated sales and other taxes to be generated by the Project: \_\_\_\_\_

\_\_\_\_\_

**Project Timetable**

Final Plan/Specification Preparation \_\_\_\_\_

Bidding & Contracting \_\_\_\_\_

Firm Financing Approval \_\_\_\_\_

Construction/Rehabilitation \_\_\_\_\_

Landscaping/Site Work \_\_\_\_\_

Occupancy/Lease Up \_\_\_\_\_

\_\_\_\_\_

Please attach:

- Evidence of site control, if any
- Leases and pre-lease commitments, if any
- Preliminary site and building plans/elevations, if applicable
- Phase I Environmental Assessment, if available
- Appraisal, if available

**Project Budget and Financial Strategy**

Budget Summary:

Property Acquisition \$ \_\_\_\_\_

Demolition/Remediation (if applicable) \$ \_\_\_\_\_

Hard construction/rehabilitation costs \$ \_\_\_\_\_

Financing Fees \$ \_\_\_\_\_



programs used, if any, and the development impact of the TIF requested (jobs created, tax base impact and total project investment).

I certify that the information contained in this application is, to the best of my knowledge, true and correct. I authorize the BTHRA or its agents to verify the information obtained in this statement and to obtain additional information concerning the applicant(s) financial condition although the BTHRA may rely on this information without any further verification. I authorize the BTHRA to furnish such information and any other credit experience with the applicant(s) to others and to answer any questions about the applicant(s) credit experience and other financial relationships with the BTHRA. I agree to notify the BTHRA, in writing, of any changes that materially affect the accuracy of this application.

By submitting this application, applicant agrees to reimburse BTHRA for all out-of-pocket expenses incurred by BTHRA relating to this proposed project, including, but not limited to, attorney fees, consultant fees, and the like, whether incurred before or after the submission of this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_

Return to: Bristol Tennessee Housing & Redevelopment Authority  
Attn: Steve Scyphers  
100 Ash Street  
P.O. Box 1515  
Bristol, TN 37620