



Louisiana Economic Development  
Office of Entertainment Industry Development

Motion Picture & Sound Recording Infrastructure Projects: Tax Credit Application

**\*\*This application and all related information submitted with it will become "public record" under the Louisiana Public Records Act, in Title 44 of the Louisiana Revised Statutes, except for those materials excluded by said Act. If the applicant determines that the information being submitted is excluded by said Act, then please provide a cover sheet stating that "DOCUMENTS CONTAIN CONFIDENTIAL PROPRIETARY OR TRADE SECRET INFORMATION" & mark each individual page as such\*\***

Project Name & Location: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Company Name & Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Name and position of company representative (must have legal authority to sign): \_\_\_\_\_

E-mail address & contact information of representative for this application: \_\_\_\_\_

		1st year	2nd year	3rd year
Anticipated cost (\$) of infrastructure project: _____	Number of jobs to be created by company: _____	_____	_____	_____
Brief description: _____	Number of persons currently employed at this location by company: _____	_____		

Type of Infrastructure Project: (Circle One)

- 1) Motion Picture Industry Related (please explain the purpose & type): \_\_\_\_\_
- 2) Sound Recording Industry Related (please explain): \_\_\_\_\_

Anticipated beginning and ending dates of infrastructure project: \_\_\_\_\_

I hereby certify that the information provided in this application is true and correct, and I am aware that my submission of any false information or omission of any pertinent information resulting in the false representation of a material fact may subject me to civil and/or criminal penalties for filing of false public records and/or forfeiture of any infrastructure tax credits approved under this program. I understand that this Application and information submitted with it shall not be returnable to the Applicant. I also understand that any final certification of investor credits will be subject to the submission & review of an independent audit conducted by a Certified Professional Accountant licensed in the state of Louisiana.

Signature of company representative: \_\_\_\_\_  
Name Signature Date

Please complete and return this application form, with attachments, to:

Louisiana Department of Economic Development  
PO Box 94185, Baton Rouge, Louisiana 70804-9185  
or 1051 North 3<sup>rd</sup> Street, 70802 - physical

<b>Christopher Stelly (*for film)</b>	<b>225.342.5403</b>	<b>225.342.5554 (fax)</b>	<a href="mailto:cstelly@la.gov">cstelly@la.gov</a>
<b>Lynn Ourso (*for music)</b>	<b>225.342.5403</b>	<b>225.342.5554 (fax)</b>	<a href="mailto:ourso@la.gov">ourso@la.gov</a>

**Section 1. Project Description**

At a minimum, this section should include the following:

- a. Actual physical address of project, including street, city, parish and zip code.
- b. A description of the scope and purpose of the proposed infrastructure project.
- c. A statement that the project meets the definition of state-certified infrastructure project.
- d. Estimated start and completion dates.

**Section 2. Project Costs and Funding**

This section should present a detailed description of the sources and uses of funding for the project. At a minimum, the following information should be included in the description:

- a. The sources and uses of funding for the overall project (see Table 1 below) with a list of all entities with a financial interest in the project.
- b. The anticipated useful life spans of the infrastructure, facilities and equipment included in the project.
- c. A preliminary budget

Attach additional pages as needed.

**Table 1: Total Project Costs by Activity**

Project Cost Categories	Amount and Source of Funds					
	Private		Local Govt.	Federal Govt.	Other Assistance	Total Cost
Land Acquisition						
Building Acquisition						
Building Construction						
Building Rehab./Renovation						
Capital Equipment						
Infrastructure Improvement (specify)						
Infrastructure Improvement (specify)						
Infrastructure Improvement (specify)						
Private Fixed Assets (project related)						
Other (specify)						
<b>Total Project Costs</b>						

Initials: \_\_\_\_\_

### Section 3. Attachments

Please attach the following documents (please do not staple):

- a. Signed commitment letters from all project funding sources on Table 1. If funds are other than “existing working capital,” the commitment letter must come from the source, e.g., lending institution. It must reference the amount committed to this project per Table 1.
- b. Written certification from the company that the company does not have pending or outstanding claims or liabilities relating to failure or inability to pay promissory notes or other evidence of indebtedness including state or federal taxes or bankruptcy proceeding or any pending federal, state or local proceeding concerning denial or revocation of a necessary license or permit.
- c. Engineer’s cost estimate for planned infrastructure and any other documentation supporting that estimate. Include also the confirmation that all technical studies (i.e., environmental or engineering studies) and licenses or permits needed to start the project have been obtained as well as the requirement of Section 3, b, the anticipated useful life span of the infrastructure, facilities and equipment included in the project.
- d. W-9 forms for sponsoring entity (Request for Taxpayer ID Number and Certification).
- e. If incorporated, a copy of the Disclosure of Ownership form showing stamp of recordation with the Louisiana Secretary of State’s office. For more information, please contact the Secretary of State’s Office, Corporations Division, Post Office Box 94125, Baton Rouge, LA 70804-9125. They can be reached at 225/925-4704.
- f. If an out-of-state corporation, a certified copy of the Certificate of Authority to do business in Louisiana which is filed with the Louisiana Secretary of State. For more information, please contact the Secretary of State’s Office, Corporations Division, P. O. Box 94125, Baton Rouge, LA 70804-9125. They can be reached at 225/925-4704.
- g. Names and addresses of your district legislators (include phone and fax numbers).
- h. One additional copy of the application and all supporting documentation.

\*\*\* **Application Fee (minimum: \$200 / maximum: \$5000): Fee is assessed as 0.2% of Estimated Tax Credits to be earned (15% of Your Estimated Expenditures). Please make the check or money order payable to the Louisiana Department of Economic Development. **NO CASH ACCEPTED** and the **FEE IS NON-REFUNDABLE**.**

**NOTE: there is NO application fee for Sound Recording Infrastructure Applications.**

Initials: \_\_\_\_\_