



Project Information Form

1. Company Information:

Company Name: _____

Contact Person: _____ Title/Position: _____

Telephone Number: _____ E-Mail: _____

2. Industry: _____

3. Company Product/Service: _____

4. Project Site Information:

Address/Location: _____

Existing Building: _____

New Construction/Expansion or tenant buildout: _____

Total Size of Project: _____ SF Land Value \$ _____

Alternative Project Sites: _____

5. Project Description: _____

Potential Hurdles: _____

Key Decision Factors: _____

6. Time Frame to Start and Finish Project: _____

7. Project Financials

Total Capital Investment: \$ _____

Is there a financing gap? Yes No

Real Property: \$ _____

What is the gap? \$ _____

Business Personal Property: \$ _____

Sources of funds:

Equity: _____

Sources(s) – Bank and Lender Provide Proof of funds or letter of credit, if applicable

Lender 1: _____

Lender 2: _____

Other sources: _____

Gap: _____



8. Incentives Request:

Incentive(s) Requested: _____ Chapter. 380 Agreement _____ Impact Fee Waivers

Do you intend to pursue any State Incentives for this project? Yes No If so, what type? _____

9. Employment:

Number of Current Employees: _____ New Jobs Created: _____ Jobs Retained: _____

What types of jobs will these be? _____

Average Salary or Wage: \$ _____ Annual/Hourly

10. Other Needs (define each)

Real Estate: _____

Political Issues: _____

Zoning: _____

Other: _____

11. Supporting Documents:

- Sources & Uses Budget
- Development site plan, elevations or floor plan
- Business Plan or Operations Summary

12. Next Steps:

- Please submit form and supporting documents electronically, by mail or in person to:

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