

**STATE OF WEST VIRGINIA  
INDUSTRIAL DEVELOPMENT BONDS  
CAP ALLOCATION FORM**

**Calendar Year  
2024**

Mail To:  
West Virginia Economic Development Authority  
NorthGate Business Park 180 Association Drive  
Charleston, WV 25311-1217

Project Number: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Date Expires: \_\_\_\_\_  
County: \_\_\_\_\_

Issuer:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I. INFORMATION REGARDING PURPOSE OF THIS SUBMISSION**

Check all of the boxes below which apply. Where required, also supply additional information.

- A  Notification of Inducement. Date of Inducement: \_\_\_\_\_
- B 1  Request for reservation of funds against the STATEWIDE CAP.  
2  Amount of funds requested for reservation: \$ \_\_\_\_\_  
3 Is this issue eligible for prior year carryforward of funds and do you so elect?  
 No  
 Yes If yes, you must attach certificate of election.  
4 Has application for this project been made before?  No
- C  Notification of Bond Closing and utilization of approved CAP reservation of funds  
Total actual issue amount: \$ \_\_\_\_\_
- D  Notification of termination of approved requested reservation of funds.

**II. INFORMATION ABOUT THE PROPOSED BOND**

If you checked any box in A, B, or C in Section I, also complete this section.

- A Official name of Bond Issue: \_\_\_\_\_
- B Lessee/User of Project: \_\_\_\_\_
- C Standard Industrial Classification (SIC) Code and classification: \_\_\_\_\_
- D Location of Project: \_\_\_\_\_
- E Use of Funds: \_\_\_\_\_

**III. BOND CLOSING INFORMATION**

If you checked box C in Section I, also complete this section.

- A Amount of Total Financing: \$ \_\_\_\_\_
- B Bond Issue Date: \_\_\_\_\_ Final Maturity: \_\_\_\_\_
- C Attach Documentation of Bond Structure, Including Maturity Dates and Rates.
- D Bond Counsel: \_\_\_\_\_ Contact Person: \_\_\_\_\_
- E Bond Counsel Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
- F Underwriter: \_\_\_\_\_ Contact Person: \_\_\_\_\_
- G Underwriter Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
- H Trustee: \_\_\_\_\_
- I Registrar: \_\_\_\_\_
- J Paying Agent: \_\_\_\_\_

**IV. SUBMISSION CERTIFICATION**

All requests for reservations of funds must be accompanied by the signature of the Clerk of the county in which the inducement resolution was passed.

This request for allocation of Industrial Development Bonding authority from the West Virginia statewide cap is made by passage of the attached Inducement Resolution on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by

\_\_\_\_\_  
Clerk, County Commission

**V. INFORMATION ABOUT THE PROJECT**

Anyone requesting reservation from the statewide cap must complete this section.

A List Three Major Suppliers for the Finished Project. (Company Name and Address)

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

B List Three Major Customers for the Finished Project. (Company Name and Address)

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

C Projected Number of Construction Period Jobs: \_\_\_\_\_ Projected Number of Permanent Jobs: \_\_\_\_\_

D Projected Annual Payroll (\$): \_\_\_\_\_ Projected Additional West Virginia Tax Revenues : \_\_\_\_\_

**VI. NARRATIVE ON OTHER KEY BENEFITS TO WEST VIRGINIA**

Applicants for bond allocation may use this area to describe collateral benefits from the proposed project.

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

**VII. DISPOSITION OF REQUEST**

This section is completed by the WV Industrial Development Bond Allocation Committee.

The Application is Approved for Allocation from the Statewide Cap in the Amount of \$ \_\_\_\_\_

The Application is Denied for Allocation for the Reason(s) Indicated Below

The Request Exceeds Available Statewide Cap

This Form is Incomplete or Completed in Error: \_\_\_\_\_

Other Reason(s) as Follows: \_\_\_\_\_

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

I certify under penalties of perjury that the approval of allocation of funds against the Statewide Cap referenced herein was not made in consideration of any bribe, gift, gratuity, or direct or indirect contribution to any political campaign.

\_\_\_\_\_

\_\_\_\_\_  
Chairman  
West Virginia Economic Development Authority

**VIII. WEST VIRGINIA JOBS ACT CERTIFICATION**

The "West Virginia Jobs Act" ("Act"), as found in West Virginia Code Article 1C, Chapter 21, requires that West Virginia residents should be given preference in hiring for construction projects that depend, in whole or in part, on state taxpayer funding. Employers are required to hire at least 75% of their employees from the local labor market (which includes all counties in WV and all counties bordering WV that falls within 75 miles of its borders). Please answer the following questions to determine if this project is required to conform to the "Act".

- 1. Does this project include the construction of a public improvement\*?  
 Yes Please continue to question #2.  
 No This project is excluded from the "Act". Stop here and sign the form.
  
- 2. Are the construction costs \$500,000 or less?  
 Yes This project is excluded from the "Act". Stop here and sign the form.  
 No Please continue to question #3.
  
- 3. Is the borrower a county or municipality?  
 Yes This project is excluded from the "Act". Stop here and sign the form.  
 No Please continue to question #4.
  
- 4. Will the project be initiated and managed by a local or county economic development authority?  
 Yes This project is excluded from the "Act". Stop here and sign the form.  
 No Please continue to question #5.
  
- 5. Is any funding for the construction of the public improvement derived from federal sources?  
 Yes This project is excluded from the "Act". Stop here and sign the form.  
 No Please continue to question #6.
  
- 6. Will a public authority\*\* let the construction contract?  
 Yes This project is covered under the "Act". Please contact WVEDA staff for a list of specific requirements.  
 No This project is excluded from the "Act". Stop here and sign the form.

\*Public improvement includes the construction of all buildings, roads, highways, bridges, streets, alleys, sewers, ditches, sewage disposal plants, waterworks, airports and all other structures that may be let to contract by a public authority.

\*\*Public Authority means any officer, board, commission or agency of the state of West Virginia, excluding counties and municipalities.

APPLICANT:

Signature of Authorized Company Representing Verifying Accuracy of Information:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date