



CITY OF WHEELING

Finance Department
City-County Building, Room 115
1500 Chapline Street
Wheeling, WV 26003

DOWNTOWN BUSINESS DISTRICT ENHANCEMENT TAX CREDIT

APPLICATION

The information contained in this application is provided in a summary format and is not intended to be inclusive of all the provisions detailed in Section 787.53 of Article 787, Privilege Tax. Persons applying for this tax credit are urged to request a copy of Section 787.53 as well as other sections of Article 787 as they may apply.

ELIGIBILITY & RESTRICTIONS

- Retail, Service, Amusement, or Residential Rental business must have its principal place of business located within the District boundary of I-70 to the north, Wheeling Creek to the south and east, and the Ohio River to the west.
- “New Business” shall mean any of the above listed that physically locates its principal place of business in the District by either purchase of real property or by virtue of a rental agreement or lease and whose gross receipts are subject to the City’s Business & Occupation Tax, and is not currently paying such tax. No entity which has conducted business within the limits of the District currently or in the past, and which changes its name or changes its business structure shall be considered as a new business.
- “Existing Business” shall mean any of the above listed that currently exists in the District as of the date in which the District became effective.
- It is the intent of the Enhancement Tax Credit that a business, person, corporation, associated entity or other entity shall only be allowed the Enhancement Tax Credit once and the termination of any business and subsequent opening thereof under another name shall not be deemed to be an entity that is eligible to receive the Downtown Business District Enhancement Tax Credit.
- The nature of the business shall be considered when evaluating an application. Businesses that require extraordinary uses of City services or are otherwise burdensome on services may be disqualified.
- No applications will be considered and no Enhancement Tax Credit will be granted to any existing business who, at the time the application is made, is delinquent in the payment of any City B&O taxes, license fees, fire service fees or any other fees owed to the City.
- If an Enhancement Tax Credit is granted for the Downtown Business District, no other tax credit would be allowed nor will such property which had previously been designated property so used to qualify for the Enhancement Tax Credit be again available as a new business location. The Enhancement Tax Credit is meant to be a “one-time” offer to persons, entities and locations.
- Enhancement Tax Credit will not be granted to any person who conducts business activity from their residence.
- Upon disposal or cessation of the business in which the Enhancement Tax Credit was granted, the unused portion of such credit shall be forfeited for the taxable year in which such event occurs and all applicable ensuing taxable years.
- The various tax credits listed in Article 787 (i.e., Industrial Expansion Credit; Industrial Revitalization Credit; Employment Credit; and Downtown Business District Enhancement Tax Credit) are mutually exclusive. A taxpayer may assert a credit pursuant to one of the listed credits but may not assert such credits under more than one section.

CREDIT AMOUNTS

	Year 1	Year 2	Year 3	Year 4+
New Business	100%	100%	100%	50%
Existing Business	50%	50%	50%	50%

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APPLICATION**

CERTIFICATIONS & ACKNOWLEDGMENTS

- The City of Wheeling’s Finance Director may conduct an annual audit of each business approved for the Enhancement Tax Credit to determine the continued eligibility of the business and to certify that job levels created by the Enhancement Tax Credit provisions are sustained for the required period.
- All businesses requesting an Enhancement Tax Credit and those granted an Enhancement Tax Credit shall agree to make all their financial records available for inspection and audit by the City of Wheeling and shall provide copies of all annual audited financial statements and tax returns.
- The amount of any approved Enhancement Tax Credit shall be reviewed annually by the Finance Director to determine continued eligibility of the business for the credit. The Finance Director has the authority to develop the procedure for verification of such information.
- All businesses approved for an Enhancement Tax Credit must file a quarterly B&O Tax return and report gross income to the City and abide by all local, state and federal laws pertaining to such business and licensure.
- The amount of the Enhancement Tax Credit allowable begins with the taxable year in which the taxpayer placed the new business into use within the District.

I certify the information given in this application is true and correct and that the business listed is current with all payment of City Business & Occupation Taxes, license fees, Fire Service Fees or any other fees owed the City of Wheeling. It is also my understanding that upon approval of the Enhancement Tax Credit, I shall furnish to the Finance Director, upon request, applicable business financial records and information for initial eligibility determination and annual reviews.

Owner Name - Print

Owner Signature

Date

For Use by the City of Wheeling’s Finance Department

Date Application Received: _____

Completed Registration Form: _____

Application Number: _____

Tax/Fee Status: _____

Application Status: _____ Date: _____

Finance Director Signature



Finance Department Use: Application Number - _____

CITY OF WHEELING
DOWNTOWN BUSINESS DISTRICT ENHANCEMENT TAX CREDIT
REGISTRATION FORM

The information given on this form is strictly confidential and it is to be used solely by the City of Wheeling's Finance Director for the implementation and administration of the Downtown Business District Enhancement Tax Credit.

Entity Name: _____

Doing Business As (DBA) Name: _____

WV Tax I.D. # _____ Business Telephone: _____

FEIN # _____ Business Fax: _____

Business Address: _____
(Street)

(City) (State) (ZIP)

Mailing Address: _____
(Street)

(City) (State) (ZIP)

Print - Authorized Agent or Owner Name

Signature - Authorized Agent or Owner Name