

Form 41 0077

Washington State
Department of Revenue
Taxpayer Account Administration
Special Credits & Assessments
PO Box 47476
Olympia WA 98504-7476
360-705-6214

Rural Area Application for New Employee B&O Tax Credit

Application for tax credits must be made within 90 days after the actual hiring of qualified employment positions. A new application must be submitted after each group of four consecutive quarters that you project employment to increase over 15%. Positions hired after the end of four consecutive calendar quarters are not considered for this credit.

Business identification						
Name of business	5:					
Address:						
City:			State:	Zip:		
Name of contact person: (All correspondence will be directed to this person.)						
Phone:						
Department of Revenue Account ID:						
Department of Employment Security Identification Number: -						
Location of the facility for which job credits are being sought Please complete one application for each separate facility that is expanding positions.						
Check one:	Rural county	Community Empowerment Zo	one			
County:		Street address:				
City:			State:	Zip:		
Does the applicant operate in other Washington locations? Yes No If reporting on credits for more than one facility, please complete an Annual Report for each facility.						
			-			

To request this document in an alternate format, please complete the form <a href="document-in-analternate-in-a

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Business activity to be conducted at this business facility

If additional space is needed please attach additional pages.

Describe your manufacturing activity:

Describe your research and development activities (if applicable):

Is the applicant engaged in the power and light business, other than in-house co-generation? Yes No

General information

Check one: Business is new. Business is expanding.

If this is to be a new facility, what is the estimated cost of the project?

Cost of structure:

Cost of equipment:

Total:

Employment information for this facility

- 1. Enter date of first hire: Application is due within 90 days of this date.
- 2. Enter calendar quarter for first hire date (example: Q3/20): (also enter on 7a below).
- 3. Enter employment using total FTEs* for the four consecutive quarters BEFORE first hire on lines 3a-3d below. (Calendar Quarter example: Q3/19, Q2/20...)

	Calendar Qtr		Total FTE's
3a	Q	/	
3b	Q	/	
3c	Q	/	
3d	Q	/	

- 4. Total all FTEs: Add lines 3a-3d:
- 5. Average FTEs: Divide line 4 by 4:
- 6. 15% Target: Multiply line 5 by 1.15: This target is the minimum average for the next year to qualify for the credit.

Example: First hire quarter - Q3/20				
	Calendar Qtr	Total FTE's		
3a	Q <u>3 / 19</u>	<u>70</u>		
3b	Q <u>4 / 19</u>	<u>72</u>		
3c	Q <u>1/20</u>	<u>71</u>		
3d	Q <u>2/20</u>	<u>68</u>		
Add li	nes 3a-3d:	<u>281</u>		
Divide	e line 4 by 4:	<u>70</u>		
Multip	oly line 5 by 1.15	: <u>80</u>		

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7. Calendar Qtr: Enter the first hire quarter and the four consecutive quarters AFTER first hire on lines 7a-7e. New FTE positions: Enter the **actual** number of new FTE positions by salary range. Total FTEs: Enter the total number of existing plus new FTE positions.

Number of new FTE positions

	Cale	endar Qtr	40K or less	Over 40K	Total FTE's
7a	Q	/			
7b	Q	/			
7c	Q	/			
7d	Q	/			
7e	Q	/			

8. Total all FTEs: Add Total FTEs from lines 7b-7e: **Do not include 7a in the Line 8 Total FTE's.**

9. Average FTEs: Divide line 8 by 4:

This number must be greater than the target number on line 6 to qualify for the credit.

* Full Time Equivalent (FTE) positions: Note: Fractional amounts are rounded down.

Add the hours during a quarter for all part time employees who worked less than 455 hours. Divide this number by 455, and add to the total of full time employees. This is the number of FTE positions.

Annual report is required

Annual reports will be required for two years after application. The first annual report, due within 30 days of the end of the calendar quarter listed on 7e, will be used to check how many new positions have been hired and affirm that the 15% target has been achieved.

The second annual report, due one year after the first report, will be used to confirm that the new positions have been retained. See the Annual Report form for additional information.

Future credits

You may apply for future credits in any quarter after Quarter 7e above, as long as each set of four consecutive quarters continues to have expansion that meets the 15% increase. A new application for each facility is required.

Questions

Call 360-705-6214 for assistance.

Return completed form to:

Taxpayer Account Administration Special Credits & Assessments PO Box 47476 Olympia, WA 98504-7476

Fax: 360-705-6173

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