

**APPLICATION FOR TAX ABATEMENT IN  
PORT FREEPORT IN  
BRAZORIA COUNTY, TEXAS**

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**INSTRUCTIONS FOR COMPLETION OF APPLICATION:**

1. Attach additional pages if there is not enough space allotted to answer questions on the application.
2. Applicants and projects must meet the requirements established by the Port Freeport Guidelines and Criteria (attached) in order to receive positive consideration. **PLEASE READ THE CRITERIA PRIOR TO COMPLETING THE APPLICATION.**
3. Applicants must submit an application processing fee in the amount of ONE THOUSAND & NO/100 (\$1,000.00) DOLLARS to cover costs of legal notices to be published.
4. Applicants must submit an adequately definitive legal description that sufficiently describes the tract(s) of land comprising the proposed tax abatement area (reinvestment zone) upon which the new facility, expansion or modernization project will be located. Applications with insufficient or indefinite legal descriptions will be returned to the applicant for amendment and such applications will not be considered for hearing until corrected.
5. Applicant must submit the attached “Certification of Appraised Value of Properties” form as part of this application. The certification should cover the proposed tax abatement area and it is the responsibility of the applicant to obtain this information from the Brazoria County Appraisal District.

**PART I  
APPLICANT’S INFORMATION**

The taxing unit may consider applicant financial capacity in determining whether to enter into an abatement agreement. Established companies for which public information is available, or the wholly owned businesses of such companies, should include with the new application a copy of their latest annual report to the stockholders. Other applicants and new companies should attach a statement showing: (1) when the company was established; (2) business references [name, contact and telephone number of principal bank, accountant and attorney]; and (3) may be required to submit an audited financial statement and business plan. **Attach as Exhibit “A”.**

## **PARTS II & III PROJECTION INFORMATION**

Only facilities listed in Section 2(a) of the Guidelines may receive abatement without applying for a variance. Check guidelines definitions in Section I to see if project qualifies.

If the project is a Regional Entertainment Facility, Regional Service Facility, Regional Distribution Center Facility, or other basic industry, include the following items: (1) market studies; (2) business plans; and (3) agreements or other materials demonstrating that the facility is intended to serve a market of which the majority is substantially outside the Brazoria County region. See Part III of the Application – Required Exhibits.

## **PART IV ECONOMIC IMPACT INFORMATION**

### **Permanent Employment Estimates**

In estimating the permanent employment, include the total number of jobs created at this site by your firm as well as known permanent jobs of service contractors required for operation.

### **Estimated Appraised Value on Site**

The value January 1 preceding abatement should be the value established by the Brazoria County Central Appraisal District. If the applicant must estimate value because the taxable value is not known or is combined with other properties under a single tax account, please so state. To qualify, the abated properties must be expected to result in an addition to the tax base of at least one million dollars after the period of abatement expires. Projections of value should be a “best estimate” based on taxability in Texas. The projection of project values not abated should include personal property and ineligible project-related improvements such as office in excess of that used for plant administration, housing, etc. **Attach as Exhibit “B”.**

## **PARTS V & VI**

Self-explanatory.

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**FILING INSTRUCTION:**

This application should be filed at least NINETY (90) DAYS prior to the beginning of construction or the installation of equipment. This filing acknowledges familiarity and assumed conformance with **“GUIDELINES AND CRITERIA FOR GRANTING TAX ABATEMENT IN A REINVESTMENT ZONE IN BRAZORIA COUNTY”** (Copy attached). This application will become part of any later agreement or contract and knowingly false representations thereon will be grounds for the voiding of any later agreement or contract.

**ORIGINAL COPY OF THIS APPLICATION AND ATTACHMENTS SHOULD BE SUBMITTED TO:**

**CHIEF FINANCIAL OFFICER  
PORT FREEPORT  
1100 CHERRY STREET  
FREEPORT, TX 77541**

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**PART I - APPLICANT INFORMATION**

Company Name: \_\_\_\_\_ Submittal Date: \_\_\_\_\_  
Address/City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Name/Address/Phone of Company Contact on this Project: \_\_\_\_\_

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Type of Structure:      Corporation ( )      Partnership ( )      Proprietorship ( )  
Total number employed: \_\_\_\_\_ Corporate Annual Sales per year: \_\_\_\_\_  
Annual Report submitted:      Yes ( )      No ( ) (see instructions)

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**PART II - PROJECT INFORMATION**

Check Type of Facility to be abated:

|                  |     |                               |     |
|------------------|-----|-------------------------------|-----|
| Manufacturing    | ( ) | Regional Distribution         | ( ) |
| Regional Service | ( ) | Regional Entertainment Center | ( ) |
| Research         | ( ) | Other Basic Industry          | ( ) |

Proposed Facility Address and Legal Description: **Attach as Exhibit “C”**.

Attach a map showing site. **Attach as Exhibit “D”**.

Proposed facility located in the following taxing jurisdictions:

School District: \_\_\_\_\_  
College District: \_\_\_\_\_  
Drainage District: \_\_\_\_\_  
Hospital District: \_\_\_\_\_  
City: \_\_\_\_\_  
Other Taxing Jurisdictions: \_\_\_\_\_

Describe product or service to be provided: \_\_\_\_\_

This application is for a:    New Plant ( )        Expansion ( )        Modernization ( )

### **PART III - PROJECT DESCRIPTION**

Please attach a statement (1) fully explaining the project; (2) describing the site and existing improvements; (3) describing all proposed improvements; and (4) providing a list of improvements and fixed equipment for which abatement is requested. **Attach as Exhibit "E"**.

If applicable, please describe any additional property located outside of the proposed reinvestment zone that would add to the overall value of the project.

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### **PART IV - ECONOMIC IMPACT INFORMATION**

- A. Estimated cost of proposed improvements: \_\_\_\_\_
  
- B. Permanent employment estimates:  
If existing facility, the current plant employment: \_\_\_\_\_  
Estimated number of plant jobs retained: ( )        Jobs created: ( )  
Number of employees anticipated at start-up: \_\_\_\_\_ within one year: \_\_\_\_\_
  
- C. Construction employment estimates:  
Construction to start:    Month: \_\_\_\_\_        Year: \_\_\_\_\_  
Construction to be completed:    Month: \_\_\_\_\_        Year: \_\_\_\_\_  
Number construction jobs anticipated:  
    At start: \_\_\_\_\_        Peak: \_\_\_\_\_        Finish: \_\_\_\_\_
  
- D. School District impact estimates:  
Number of families transferred to area: \_\_\_\_\_  
Number of children added to ISDs: \_\_\_\_\_
  
- E. City Impact estimates  
Volume of treated water required from City: \_\_\_\_\_  
Volume of effluent to be treated by City: \_\_\_\_\_

**Please provide statement by Addendum relative to planned water and sewer treatment methods and disposal of effluent if the facility is to be located outside city systems. If effluent is not treated by municipal facilities, by Addendum, include an explanation of the manner of treatment and by whom. Attach as Exhibit "F".**

Has permitting been started:            Yes ( )            No ( )

F.     Estimated appraised value on site:

|  | <b>LAND</b> | <b>PERSONAL<br/>PROPERTY</b> | <b>IMPROVEMENTS</b> |
|--|-------------|------------------------------|---------------------|
| Valuation of existing property as of January 1, preceding this abatement application:  | _____       | _____                        | _____               |
| Estimated value of Personal Property and Improvements, <b>not subject to abatement, excluding exempt Pollution Control Equipment</b> , upon completion of the project subject to this application: |             | _____                        | _____               |
| Estimated value of abated improvements at the completion of construction:  |             |                              | _____               |
| Estimated value of Tangible Personal Property, <b>subject to abatement</b> :   |             | _____                        |                     |
| Estimated value of abated improvements after abatement agreement expires:  |             |                              | _____               |
| Estimated value of abated Tangible Personal Property, after abatement agreement expires:   |             | _____                        |                     |
| Estimated value, upon completion of the project, of exempt pollution control equipment:  |             |                              | _____               |

G.     Minimum Production Life of Equipment: \_\_\_\_\_

H.     Variance: Is a variance being sought under any provision of the "Guidelines"? Yes ( ) No ( )  
If "Yes", attach any supplementary information required. **Attach as Exhibit "G".**

I.     Statement on planned efforts to use Brazoria County Vendors and Services: Please attach a statement describing willingness and planned efforts to use qualified Brazoria County Vendors and services where applicable in the construction and operation of the facility. (See Section 2 (h) (6) of the Guidelines and Criteria for Granting Tax Abatement). **Attach as Exhibit "H".**

J.     Tangible Personal Property Abatement Request: Attach a detailed list describing all tangible personal property sought to be abated. Said list must include projected life, cost, and value after abatement agreement expires. **Attach as Exhibit "I".**

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**PART V - OTHER AGREEMENT APPLICATIONS**

Has the company made application for abatement of this project to other taxing jurisdictions or counties:                    Yes ( )            No ( )

If “Yes”, provide (1) dates of application; (2) hearing dates; (3) name of jurisdiction(s) and contact(s); and (4) any letters of intent to abate. **Attach as Exhibit “J”.**

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**PARTS VI - DECLARATION**

To the Best of my knowledge, the above information is an accurate description of project details.

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Company Official Signature

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Printed Name & Title of Company Official

## **REQUIRED ATTACHMENTS**

- EXHIBIT “A” – Latest Annual Report or Information on Establishment of the Company, Business References, audited financial statement and business plan**
- EXHIBIT “B” – Certification of Appraised Value of Properties as of January 1, 20\_\_**
- EXHIBIT “C” – Proposed Facility Address and Legal Description**
- EXHIBIT “D” – Map Showing Site**
- EXHIBIT “E” – Project Description including Time Schedule for Undertaking and Completing Project**
- EXHIBIT “F” – Planned Water and Sewer Treatment Methods and Disposal of Effluent**
- EXHIBIT “G” – Letter/Statement regarding Variance Requests**
- EXHIBIT “H” – Statement on Planned Use of Brazoria County Vendors**
- EXHIBIT “I” – Detailed Itemized List of Tangible Personal Property requesting to be abated**
- EXHIBIT “J” – Application for Abatement with Other Taxing Jurisdictions**

**CERTIFICATION OF APPRAISED VALUE OF PROPERTIES  
AS OF JANUARY 1, 20\_\_**

TO: PORT FREEPORT

FROM: BRAZORIA COUNTY APPRAISAL DISTRICT

DATE: \_\_\_\_\_

The Brazoria County Appraisal District hereby certifies that the following appraised values as of January 1, 20\_\_, for property of \_\_\_\_\_ described in **Exhibit A** attached hereto are listed in the records of Brazoria County Appraisal District and indicated by the following account numbers:

**PERSONAL PROPERTY**

**APPRAISED VALUE**

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

**LAND**

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

**IMPROVEMENTS**

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Account No. \_\_\_\_\_ \$ \_\_\_\_\_

Certified this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**CHIEF APPRAISER  
BRAZORIA COUNTY APPRAISAL DISTRICT**

BY: \_\_\_\_\_