

THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

Operating  Capital

Legal Name of Requesting Organization or Individual: Db a:

Amount of State Funds Requested: \$ 800,000.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):

FUNDING TO COMPLETE COMMUNITY AGRICULTURAL PARK GREENHOUSE PROGRAM IN THE WAIMEA NUI COMMUNITY DEVELOPMENT PLAN ON THE ISLAND OF HAWAII

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ \_\_\_\_\_

Private/Other: \$ \_\_\_\_\_

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 4,300,000.00

Unrestricted Assets:

\$ \_\_\_\_\_

New Service (Presently Does Not Exist):  Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation  
 Other Non Profit  
 Other

Mailing Address:

PO Box 126

City: State: Zip:

Kamuela HI 96743

Contact Person for Matters Involving this Application

Name:  
Michael Hodson

Title:  
Chairman

Email:  
h281dad@aol.com

Phone:  
808 640-3453

Federal Tax ID#:

State Tax ID#

  
Authorized Signature

Chairman  
Name and Title


01/10/2019  
Date Signed

**received**  
1/17/19 10:35am DC

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

  
AUTHORIZED SIGNATURE      MICHAEL HODSON CHAIRMAN      01/10/2019  
PRINT NAME AND TITLE      DATE

## Application for Grants

**If any item is not applicable to the request, the applicant should enter "not applicable".**

### **I. Certification – Please attach immediately after cover page**

#### **1. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2018.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

### **II. Background and Summary**

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;  
Waimea Nui Community Development Corporation was incorporated in May 2013. WNCDC's mission is the development of homestead projects and programs that promote economic development and homestead association capacity to own or operate community facilities and other projects located on private lands and the lands established under the Hawaiian Homes Commission Act. WNCDC's primary focus is the development of 161 acres in Waimea to build a system of community facilities designed to enhance the quality of life for Hawaiian homesteaders and all residents of Waimea. A core goal of all of WNCDC projects is creating the opportunity for residents to live and work with their *'ohana* in their community. This strengthens the community and helps it to thrive through families working together to share the *kuleana* of caring for themselves and each other.

2. **The goals and objectives related to the request;**  
The development plan for Waimea Nui focuses on all aspects of community well-being including: food security, energy security, education, health care, *kupuna* housing, early childhood education, commerce, and a cultural center to celebrate Hawaiian culture, protocol, and traditions from a Hawaiian perspective. This Grant request is for the development of our Community Agricultural Park.
  
3. **The public purpose and need to be served;**  
Food security has been at the forefront of our development plan. Food production has been left to a small group of people. Our plan brings that responsibility to everyone in the community by building out a community agricultural park open to the whole Waimea Community to farm small portions of fertile land that can feed themselves and the community. By providing increased opportunities for farming and enabling families to work together, we can build practical skills related to food production that feeds families while also enabling families to work cohesively together thereby building relationships and strengthening community.
  
4. **Describe the target population to be served; and**  
The greater Waimea Community (South Kohala) has a population of nearly 15,000 people. The Agricultural Park will be made available to all who seek to farm.
  
5. **Describe the geographic coverage.**  
Waimea Nui is in the South Kohala District, County & State of Hawaii and represented by Senate District 4 and House district 7.

### **III. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. **Describe the scope of work, tasks and responsibilities;**  
WNCDC already has a 65 year lease for 161 acres. The construction of roads and AG water to the AG Park has been completed. Safe drinking water and internal piping within the AG Park is in the process. The Funds received from this grant will enable WNCDC to complete the construction of the Agricultural Park through the following steps: (1) supports the erection of 50 greenhouses, (2) develop an alternative energy source for the operation of two AG water pumps being installed on AG parcel.
2. **Provide a projected annual timeline for accomplishing the results or outcomes of the service;**

The release of funds for this project would be anticipated in the summer of 2020. The time frame expected to complete this project is one year from the release of the funding.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

This project has been an ongoing community effort for the past 7 years with the partnership of the State of Hawaii Department of Agriculture, County of Hawaii Mayor's Office, University of Hawaii at Hilo's College of Agriculture, Forestry, and Natural Resource Management (CAFNRM), and the Julie Ann Wrigley Global Institute of Sustainability at Arizona State University. This project has been designed to serve as a model that could be replicated throughout the County and State for successful implementation of food production and security. As such, the evaluation and monitoring of the progress of this project is a critical component to being able to successfully replicate this effort in other communities, which is of significant interest to our post-secondary institution partners who are responsible for assisting with evaluation, assessment, and reporting. The involvement of both University of Hawaii at Hilo and Arizona State University will be an intricate part of the development, implementation, operation, and evaluation of this project.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

Time Line	June of 2020 to May of 2021.
Construction	Permitting and notice of completions in partnership with the County of Hawaii.
Operations	Operational plan developed and implemented by WNCDC upon completion of construction.
Community Usage	Monitored and reported to DOA on participation of Community AG Park and production amounts.

#### **IV. Financial**

##### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
- a. Budget request by source of funds ([Link](#))

- b. Personnel salaries and wages ([Link](#))
  - c. Equipment and motor vehicles ([Link](#))
  - d. Capital project details ([Link](#))
  - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
800,000				800,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

Dorrance Foundation	Operational funding request
Wriggly Foundation	Technical Assistance funding request through ASU
Hawaii Community Foundation	Staff Support funding
Ulupono Foundation	Equipment funding request
First Nations Development Institute	Program funding request
Office of Hawaii Affairs	Operational funding request
Department of Hawaiian Home Lands	Technical Assistance funding request
USDA	Program funding request
County of Hawaii	Research & Development funding request
Kohala Center	Technical Assistance and Micro Loans
Kamehameha Schools	Educational funding request

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.  
Not Applicable
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding.  
None
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.  
Bank Savings \$3,000

**V. Experience and Capability**

## **1. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Waimea Nui CDC is the development arm of Waimea Hawaiian Homesteaders' Association and has been in the development of 43 family farms over the past 4 years. The program designed and operated was called "Farming for the Working Class" whereby 43 families participated in a hands on, one year training on becoming farmers through a greenhouse operation built on the participant's farm lots by the organization. The training program extended from the ABC's of farming to marketing and distribution. Over this four year period the organizations received in excess of \$700,000 in grant funding to implement this program and it has completed all requirements of the program and grant reporting.

## **2. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

We do not have facilities. A temporary Office space will be secured once AG Park is brought into operations. The applicant currently utilizes the President's farm as its center of operations until the Agricultural Park with its offices can be constructed.

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

WNCDC has a five-member volunteer Board of Directors, all of which are members of Waimea Hawaiian Homesteaders' Association, Inc. The purpose of this structure is to ensure that there are appropriate checks and balances in authority to ensure a focus on the collective benefit of the Waimea homestead community. Regular board meetings are held on a monthly basis and information is continuously disseminated via email.

A number of the WNCDC Board members run businesses or service organizations. These are homesteaders with education, experience, and influential networks of contacts. These are individuals who are well respected in homestead and non-homestead communities and who work well with policymakers and business leaders on Hawaii Island, throughout the state and across the country.

## **2. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

“See Attached”

## **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

WNCDC is a community based organization established for the betterment of the conditions of the beneficiaries of the Hawaiian Homes Commission Act. All members serve on the volunteer basis and bring with them their expertise and in-kind services to the organization. The organization has not reached the point of being able to hire administrative assistance at this time there for the administrative work is being completed by the Board of Directors.

Through Private foundations, funds are being sought to cover the administrative expenses that the organization will need to operate the Ag Park.

## **VII. Other**

### **1. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

“Not Applicable”

### **2. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

“Not Applicable”

### **3. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

“Not Applicable”

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:



- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

Waimea Nui AG Park is designed to be financially sustainable. The AG Park will generate monthly fees that will cover the operation and maintenance of the facilities. The monthly membership fees will be based on the benefit tiers selected by each member. For example, options range from open field farming to as much as two greenhouses to conduct farming activities. Overage of fees will be reinvested into the AG Park for expansion and development of community facilities such as additional greenhouses, a marketing store front and postharvest/certified kitchen facility, as well as a distribution outlet.

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

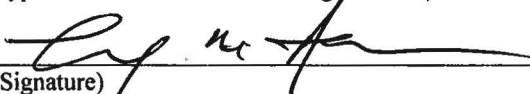
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
  
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
  
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

WAIMEA NUI COMMUNITY DEVELOPMENT CORPORATION \_\_\_\_\_  
(Typed Name of Individual or Organization)

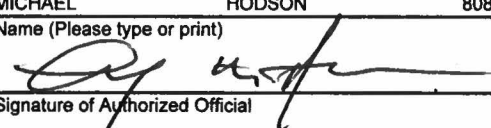
 \_\_\_\_\_ 01/10/2019 \_\_\_\_\_  
(Signature) (Date)

MICHAEL HODSON \_\_\_\_\_ CHAIRMAN \_\_\_\_\_  
(Typed Name) (Title)

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ WAIMEA NUI COMMUNITY DEVELOPMENT CORPORATION

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>800,000</b>			
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	800,000	MICHAEL HODSON	808 640-3453	Phone
(b) Total Federal Funds Requested		Name (Please type or print)		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official		
		1/10/2019		
		Date		
<b>TOTAL BUDGET</b>	<b>800,000</b>	MICHAEL HODSON CHAIRMAN		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_

**WAIMAE NUI COMMUNITY DEVELOPMENT CORPORATION**

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
NONE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_

WAIMEA NUI COMMUNITY DEVELOPMENT CORPORATION

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NONE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NONE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ **WAIMEA NUI COMMUNITY DEVELOPMENT CORPORATION**

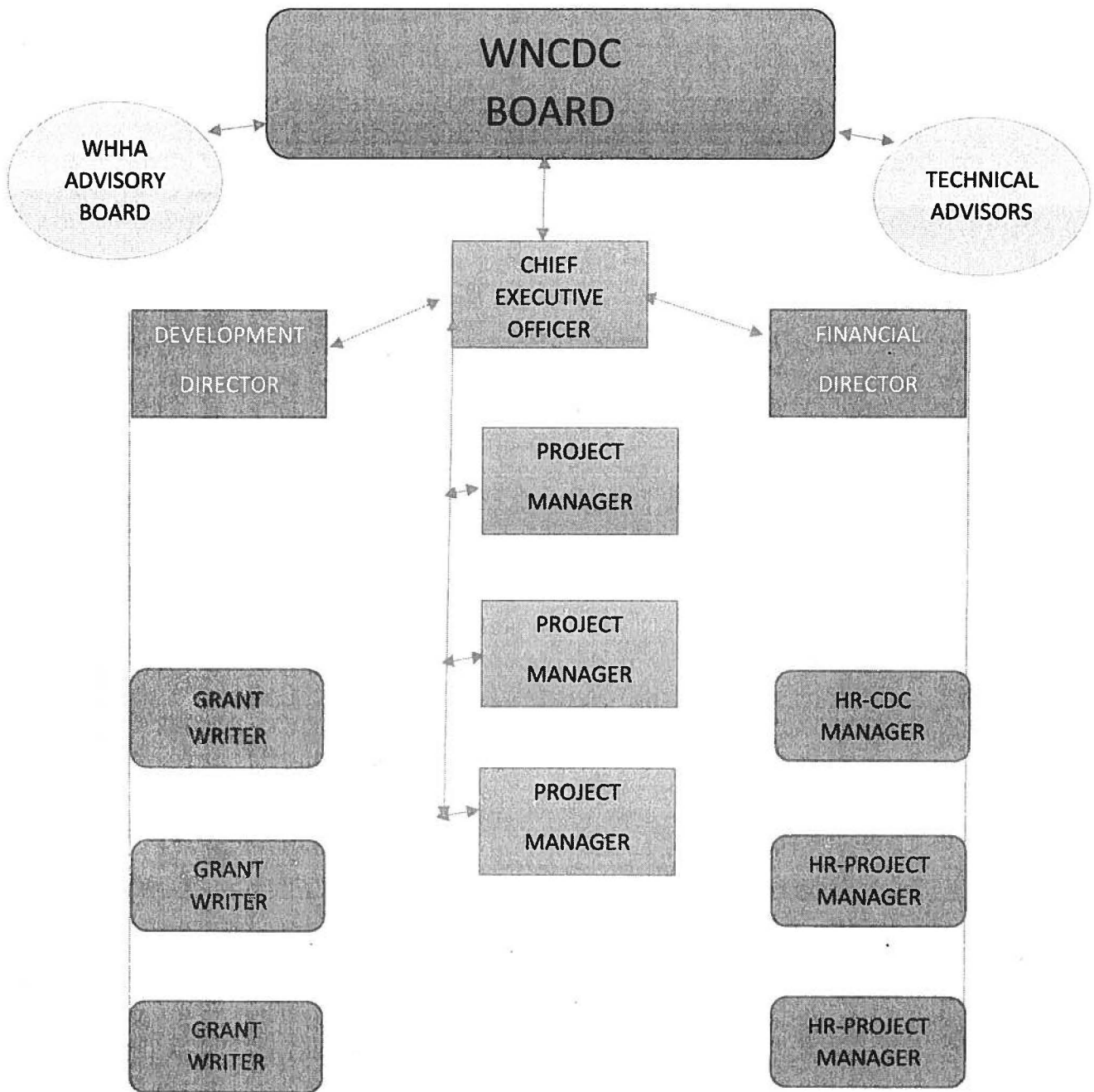
<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OTHER SOURCES OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2017-2018</b>	<b>FY: 2018-2019</b>	<b>FY:2019-2020</b>	<b>FY:2019-2020</b>	<b>FY:2020-2021</b>	<b>FY:2021-2022</b>
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION	800000	0	800000			
EQUIPMENT						
<b>TOTAL:</b>	<b>800000</b>	<b>0</b>	<b>800,000</b>			
<b>JUSTIFICATION/COMMENTS:</b>						
COMPLETING THE FIRST 50 GREENHOUSES AND ALTERNATIVE ENERGY TO THE COMMUNITY AG PARK						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: \_\_\_\_\_ WAIMEA NUI CDC

Contracts Total: \_\_\_\_\_ -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	NA				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
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28					





**STATE OF HAWAII — DEPARTMENT OF TAXATION  
TAX CLEARANCE APPLICATION**

LETTER ID: L0386820608  
CASE ID: 409058

Form A-6 can be filed electronically OR for all state, city, or county government contracts, may be obtained through Hawaii Compliance Express. See instructions.  
(NOTE: References to "married" and "spouse" are also references to "in a civil union" and "civil union partner," respectively.)

**1. APPLICANT INFORMATION:**

Applicant's Name WAIMEA NUI COMMUNITY DEVELOPMENT CORPORA

Address PO BOX 126 KAMUELA HI 96743-0126

DBA/Trade Name

**2. TAX IDENTIFICATION NUMBER:**

HAWAII TAX I.D. # T-129-571-8400

FEDERAL EMPLOYER I.D. # (FEIN) 46-2823884

SOCIAL SECURITY # (SSN)

**3. APPLICANT IS A/AN: (Check only ONE box)**

- CORPORATION                       S CORPORATION                       TAX EXEMPT ORGANIZATION
- INDIVIDUAL                               PARTNERSHIP                       ESTATE                       TRUST
- LIMITED LIABILITY COMPANY       LIMITED LIABILITY PARTNERSHIP       OTHER
- SINGLE MEMBER LLC
- SUBSIDIARY CORPORATION

**4. THE TAX CLEARANCE IS REQUIRED FOR: (MUST check at least ONE box)**

- CITY, COUNTY, OR STATE GOVERNMENT CONTRACT IN HAWAII \*
- REAL ESTATE LICENSE                       CONTRACTOR LICENSE                       LIQUOR LICENSE\*
- FINANCIAL CLOSING                       PROGRESS PAYMENT                       BULK SALES<sup>1</sup>
- HAWAII STATE RESIDENCY                       FEDERAL CONTRACT                       PERSONAL
- SUBCONTRACT                       COMPLETION/FINAL PAYMENT                       LOAN



OTHER - state grant  
\* IRS APPROVAL STAMP IS ONLY REQUIRED FOR PURPOSES INDICATED BY AN ASTERISK.  
<sup>1</sup> ATTACH FORM G-8A, REPORT OF BULK SALE OR TRANSFER.

**5. NO. OF CERTIFIED COPIES REQUESTED:** 1

**6. DECLARATION** - I declare that I am either the taxpayer whose name is shown on line 1, or a person authorized under section 231-15.6 or 231-15.7, HRS, to sign on behalf of the taxpayer. If the request applies to a joint return, at least one spouse must sign. I declare to the best of my knowledge and belief, that this is a true, correct, and complete form, made in good faith pursuant to Title 14 of the HRS, and the rules issued thereunder.

Original Signature On File \_\_\_\_\_ Jan-15-2019  
SIGNATURE                      TELEPHONE                      FAX                      DATE

WAIMEA NUI COMMUNITY DEVELOPMENT \_\_\_\_\_  
PRINT NAME                      PRINT TITLE: Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, Executor

<b>FOR OFFICE USE ONLY</b>
BUSINESS START DATE IN HAWAII IF APPLICABLE  5/21/2013
HAWAII RETURNS FILED IF APPLICABLE
STATE APPROVAL STAMP (Not valid unless stamped)

*IRS APPROVAL STAMP
CERTIFIED COPY STAMP


**POWER OF ATTORNEY.** If submitted by someone other than a Corporate Officer, General Partner or Member, Individual (Sole Proprietor), Trustee, or Executor, a power of attorney (State of Hawaii, Department of Taxation, Form N-848) must be submitted with this application. If a Tax Clearance is required from the Internal Revenue Service, IRS Form 8821, or IRS Form 2848 is also required. Applications submitted without proper authorization will be sent to the address of record with the taxing authority. UNSIGNED APPLICATIONS WILL NOT BE PROCESSED. PLEASE TYPE OR PRINT CLEARLY — THE FRONT PAGE OF THIS APPLICATION BECOMES THE CERTIFICATE UPON APPROVAL. SEE PAGE 2 ON REVERSE & SEPARATE INSTRUCTIONS. Failure to provide required information on page 2 of this application or as required in the separate instructions to this application will result in a denial of the Tax Clearance request.