



***FILM PRODUCTION  
TAX CREDIT PROGRAM***

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Application & Guidelines

December 2008

# *Film Production Tax Credit Program*

## *Table of Contents*

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### **Program Guidelines:**

- ▶ Program Qualifications
- ▶ Tax Credits
- ▶ Application Procedure
- ▶ Verification of Expenditures
- ▶ Definitions
- ▶ Tax Credit Accountability
- ▶ Reporting

### **Applications & Forms:**

- ▶ Application
- ▶ Film Production Expenditure Report
- ▶ Missouri Transfer Form MO-TF

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## *Film Production Tax Credit Guidelines (Section 135.750, RSMo)*

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**Pursuant to Section 620.1900, RSMo, this tax credit program is subject to a fee of 2.5% of the amount of tax credits issued. Applicants will be invoiced for the fee after the tax credit application has been approved. Tax credits will be issued upon receipt of the fee.**

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### **DEFINITIONS**

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**Highly compensated individual:** Any individual who received compensation in excess of one million dollars in connection with a single qualified film production project.

**Qualified film production project:** Any film, video, commercial, or television production that has been approved by the Department of Economic Development and the Missouri Film Office. Qualified films under thirty minutes must spend a minimum of fifty thousand dollars. Qualified films over thirty minutes must spend a minimum of one hundred thousand dollars.

**Business Entity Located in Missouri:** Any sole proprietorship, partnership, limited liability entity or corporation with offices in Missouri more than 180 days prior to the start of a film production for which tax credit expenditures are being claimed.

**Individual Located in Missouri:** A person residing in Missouri more than 180 days before the start of a film production for which film tax credit expenditures are being claimed.

**Missouri Expenditure:** An expense for a product or service provided in Missouri that is a necessary cost for the production of a qualifying film production, for which remuneration is received by a business entity, organization or individual located in Missouri. Such expenditures may include, but are not limited to, the costs for labor, services, materials, equipment rental, lodging, food, location fees and property rental. Interstate travel expenses and any other expenses incurred outside of Missouri are not Missouri expenditures.

- a. Goods and services leased or purchased by the production company within in the state of Missouri. For goods with a purchase price of twenty-five thousand dollars or more, the amount included in qualifying expenses shall be the purchase price less the fair market value of the goods at the time the production is completed.
- b. Compensation and wages paid by the production company of which the production company remitted withholding payments to the Department of Revenue. (Qualified out-of-state payroll of the qualified film production will be calculated at a discounted tax credit of thirty percent (30%)).
- c. Bank interest / fees are NOT eligible.

**Travel:** All charges related to Interstate travel are not eligible. The exception is travel to and from Missouri airports to filming destination. Hotel charges will be allowed with a copy of the itemized billing.

**NAICS (North American Industry Classification System):** The Federal Office of Management and Budget (OMB) adopted the NAICS as the industry classification system used by the statistical agencies of the United States. NAICS replaces the 1987 Standard Industrial Classification (SIC). The NAICS is used for classifying business establishments to assist with gathering data related to measuring productivity, unit labor costs, and the capital intensity of production, employment and other information. Missouri businesses are assigned a NAICS when the company files a "Report to Determine Liability Status" with the Missouri Department of Labor and Industrial Relations, Division of Employment Security to determine Unemployment Tax Liability. Normally, a general business employer becomes liable for the tax and responsible for providing unemployment insurance for its workers when it:

- Pays \$1,500 in wages (cash and in-kind) in a calendar quarter, or
- Has an employee in some portion of a day in each of 20 different weeks, or
- Becomes liable under the Federal Unemployment Tax Act (FUTA) and employs a worker in Missouri, or
- Acquires and continues without interruption substantially all the business of a liable employer.

**Necessary Costs:** Money actually paid for items that are consumed in the production of the project, less any salvage, resale or residual value. Such items may include, but are not limited to, the costs for labor, services, materials, equipment rental, lodging, food, location fees and property rental. All such costs must be reasonable and within accepted industry standards. Necessary costs do not include any marketing costs that are incurred.

**Organization Located in Missouri:** Any non-profit organization in existence in Missouri for more than 180 days prior to the start of a film production for which tax credit expenditures are being claimed, and any public entity located in Missouri.

**Pre-application (Letter of Intent):** A form used at the beginning of the process of requesting the tax incentive, where an estimate of the proposed Missouri expenditures is provided by the producers of the film project. The estimates provided by the producers will be used in determining whether the project may meet the qualifying amount of \$50,000 for films less than 30 minutes in length and \$100,000 for films over 30 minutes in length in Missouri expenditures, and in determining the estimated amount of tax credits that could be reserved for the project.

**Project Review:** The process by which DED examines the estimates provided in the pre-application form and any other relevant information to determine the likelihood of the film project qualifying for Missouri film production tax credits. Such reviews may be performed periodically on each project, or at any time when new information indicates likelihood that a project will be delayed.

**Proof of Payment:** Receipt; check (cancelled, front and back); bank statement (for debit card transactions); or credit card statement (for credit card transactions).

**Proof of Purchase:** Invoice or receipt.

**Reserved Tax Credits:** Tax credits that DED sets aside for a project that has submitted an application form demonstrating a likelihood of surpassing \$50,000 in Missouri expenditures for films less than 30 minutes in length and \$100,000 in Missouri expenditures for films over 30 minutes in length. Such reserved credits may be rescinded upon a subsequent review of the project that results in a finding that the project is not likely to qualify for the reserved credits within the time scheduled for the project.

Effective January 1, 2008, the Missouri Department of Economic Development (DED) may issue a film production company a state income tax credit equaling up to 35% of the company's expenditures in Missouri necessary for the making of a film. DED may also issue a state income tax credit equaling up to 30% of the company's out of state payroll of which Missouri withholdings were paid. Each film production company will be limited to one qualified film production project per year. A qualifying film production project shall not include any of the following:

- News or current events programming
- Talk shows
- Production produced primarily for industrial, corporate, or institutional purposes, and for internal use
- Sports event or sports programs
- Gala presentation or awards shows
- Infomercials or any productions that directly solicits funds
- Political ads
- Productions that are considered obscene, as defined in section 573.010, RSMo

**To Qualify:** The film production company must spend at least \$50,000 for films under thirty minutes in length. They must spend at least \$100,000 for films over thirty minutes in length (i.e., payments made to Missouri companies, organizations or individuals) in the making of the film. Only those Missouri expenditures that are necessary for the production of the film are applicable. Such expenditures may include, but are not limited to, the costs for labor, services, materials, equipment rental, lodging, food, location fees and property rental.

**Uses of Tax credits:** The tax credits may be applied against state income taxes (excluding withholding taxes) or financial institution taxes. They may be applied by the original recipient against such tax liability, or may be sold or transferred to another taxpayer and applied by the transferee against such tax liability. The credits may be used for the tax period during which they are earned, or may be carried forward for up to five additional tax periods. All film production tax credits must be claimed within ten tax periods following the tax period in which the film production or production-related activities for which the credits are certified by the department occurred.

**Reservation of Tax Credits:** The entire film production tax credit program is capped at \$4.5 million per year. Because there is a finite amount of tax credits available, DED has established a procedure whereby tax credits may be set aside for a given film project by the submission of an application that provides estimates for the company's Missouri expenditures on the project. Proof of financing should be attached (Ex. Completion bond). Based upon these estimates and any other relevant information, DED may reserve a given amount of tax credits for the project (for a given period of time). If it appears at any time that a project may be significantly delayed, then DED may review the project and, if warranted, reclaim those reserved credits, and apply them elsewhere.

In the application, DED will ask for estimates of the amount of money to be spent in Missouri, as well as projected dates for establishing the production office and the first day of principal photography. These dates will be used in determining the length of time for which tax credits may be reserved for the project, as well as the likelihood that the project will actually be produced in Missouri.

DED will evaluate each application and respond to the producer with an amount of tax credits that may be reserved for the project. It is possible that, at the time of a producer's initial inquiry, all of the \$4,500,000 in the tax credit program has been reserved by earlier projects. In that event, the producer will be informed of the next date when a review of one or more projects may be performed, and the possibility of tax credits becoming available for reservation on other projects. It is important to understand that the reservation of credits is not a guarantee that the applicant will receive the credits. It guarantees only that credits are available, and may be awarded once Missouri expenditures are verified by DED. Only after verification will DED certify the credits for delivery to the applicant.

Because the tax credit program is an incentive program, DED cannot award tax credits to producers who have already selected the state for their project. Hence, the reservation of credits for a project must be completed before Missouri has been selected as a location for the project. For the purposes of reserving tax credits, establishing a production office in the region is evidence that Missouri has been selected as a location for the project.

**Verification of Expenditures:** DED must be able to verify all items listed on the expenditures form to be applied to the tax credit program. The production company shall provide a spreadsheet of detailed Missouri expenditures & out of state payroll with Missouri withholdings along with the proof of purchases and proof of payments. In addition, DED verifies that all expenditures were necessary costs incurred in the production of the project. A call sheet showing the number of people who worked on the film, the number of days those individuals worked, the rate at which they were paid, and the hours per day that they worked will need to be submitted along with the Film Production Expenditure Report.

**Delivery of Tax Credits:** Missouri Department of Economic Development (DED) will go through all Missouri expenditures submitted by the recipient. DED then must check with the Department of Revenue to determine if the applicant has any delinquent taxes prior to the issuance of tax credits. If there is a delinquency, the credit will be offset by that amount. An issuance fee invoice for 2.5% of the tax credit amount will be sent to the production company. Once the production company pays the issuance fee, a Certificate of Eligibility will be issued. This certificate is what the production company will use to redeem the tax credit. If the production company chooses to transfer/sell the tax credit, a transfer form (**MO-TF**) will need to be completed. Without submitting this form to DED, the Department of Revenue will not recognize the transfer.

#### **Overview of how the Film Production tax credit program works:**

1. An application is submitted to the Department of Economic Development (DED). Any financing that has taken place will need to be attached to the application. A copy of the application will be sent to the Missouri Film Commission by DED.
2. The Missouri Film Office will evaluate how the film will affect the economy by looking at such things as the number of jobs and revenue that will be brought into the state.
3. The Missouri Film Office will submit to the Department of Economic Development a recommendation for a film. This recommendation will include the circumstances of the recommendation which include the amount of tax credit that is being proposed, the day that the film production office must open, the day that principal photography must begin, the minimum amount of Missouri expenditures that must be spent on the film, and the day that principal photography must end.
- 4.

5. An approval letter will be sent out to the film production company outlining all of the circumstances given by the recommendation by the Missouri Film Commission. Missouri expenditures incurred prior to the date that the approval letter was sent out to the film production company will not count as eligible Missouri expenditures that will be included in the tax credit.
6. The Department of Economic Development will meet with the film production accountant to go over any questions that he or she might have and to discuss how to submit all of the documentation to our office.
7. DED will receive the Film Production expenditure report, call sheets for all days of production, spreadsheets breaking all of the expenses into different categories such as accounts payable and per diem, and all of the supporting documentation shown on the spreadsheet such as proof of purchase and proof of payment.
8. DED will go through all of the documentation that is submitted to determine the amount of eligible Missouri expenditures. If the film production company hasn't met the minimum amount of eligible expenditures that is needed then they will be given an opportunity to submit further documentation.
9. Once the minimum amount of eligible Missouri expenditures has been met, an issuance fee invoice will be sent out in the amount of 2.5% of the tax credit.
10. After the issuance fee has been paid and the Department of Revenue has verified that there aren't any delinquencies or unpaid taxes then a Certificate of Eligibility is mailed to the film production company. This certificate is what the film production company uses to redeem the tax credit.

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## CERTIFICATION & E-VERIFY

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The Application Certification certifies that your organization does not employ illegal immigrants (undocumented workers) and that the information contained in the application is true, correct, and complete.

The **E-Verify Program**, conducted jointly by the U.S. Citizenship and Immigration Services (USCIS) Verification Division and the Social Security Administration (SSA) is designed to provide employment status information to determine the eligibility of applicants for employment.

E-Verify require that participating commercial employers use the automated Verification Information System (VIS) to check the SSA and the USCIS databases to verify the employment authorization of **ALL** newly hired employees.

To certify that your business / organization has not employed illegal immigrants, **all applicants must:**

- Enroll in E-Verify. Currently an employer's participation in E-Verify is free. To access E-Verify website, go to: [https://www.vis-dhs.com/employer\\_information.htm](https://www.vis-dhs.com/employer_information.htm)
- Check the box on the Certification confirming enrollment and participation in E-Verify
- Provide supporting documentation by including a copy of the executed Memorandum of Understanding.

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## TAX CREDIT ACCOUNTABILITY

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The Tax Credit Accountability Act of 2004 (Senate Bill 1099, Sections 135.800 through 135.830, RSMo) makes several changes to the tax credit programs, specifically:

- Processing tax credit applications,
- Annual reporting requirements, and
- Penalty provisions.

### **Changes in Processing of Tax Credits (Section 135.815, RSMo)**

Prior to the Missouri Department of Economic Development (DED) authorization of a tax credit, DED will contact the Department of Revenue and the Department of Insurance to verify the applicant does not owe any delinquent income, sales, use, or insurance taxes, or interest or penalties on such taxes. If a delinquency exists, the amount of tax credits issued will be reduced by the amount of the delinquency. After satisfying all delinquencies, the remaining credits shall be issued.

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## REPORTING

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### **Tax Credit Accountability Act -- Reporting Requirements (Section 135.805, RSMo)**

Certain tax credit recipients are required to annually report to DED information pertaining to the project that received the tax credits. The statute requires a full year to pass after the issuance of tax credits before SB 1099 reporting requirements must be met. The earliest date that SB 1099 reporting requirements may be required is June 30, 2006.

The Business Recruitment category of tax credits, which includes the Film Production Tax Credit Program, requires recipients to annually report to DED for three (3) consecutive years following the date of the issuance of tax credits the following information:

- Category of business by size
- Address of the business headquarters
- Addresses of all offices located within this state
- Number of employees at the time of the annual update
- Updated estimate of the number of employees projected to increase as a result of the completion of the project
- The estimated or actual project cost.

### **Penalty Provisions (Section 135.810, RSMo)**

Failure to meet the annual reporting requirements or any determination of fraud in the application process, if determined by a court, such person or entity shall be subject to penalties.

- If the annual report is ninety (90) days past due, DED shall send notice by registered mail to the last known address of the person or entity who is required to complete the annual report. The notice shall inform the person or entity of the past-due report, the pending penalties and their respective deadlines.
- If the annual report is six (6) months past due, DED shall notify the Department of Revenue that the taxpayer is subject to penalties because of failure to report.

Such penalties include the following:

- Failure to report for six (6) months but less than one year shall equal a penalty of two percent (2%) of the value of the tax credits issued for each month of the delinquency.  
**EXAMPLE:** Recipient receives \$10,000 in tax credits. Annual report is due June 30, 2006, however, the recipient does not submit the report until March 30, 2007. The recipient is nine (9) months delinquent and the penalty would equal 2% multiplied by \$10,000 for nine (9) months or \$1800.
- Failure to report for more than one (1) year shall equal a penalty of ten percent (10%) of the value of the credits issued for each month of the delinquency, not to exceed one hundred percent (100%) of the tax credit value.  
**EXAMPLE:** Recipient receives \$10,000 in tax credits. Annual report is due June 30, 2006, however, the recipient does not submit the report until March 30, 2008. The recipient is twenty-one (21) months delinquent

and the penalty would equal 10% multiplied by \$10,000 for twenty-one (21) months or \$21,000, however, the statute limits the penalty to the amount of the tax credits, therefore the penalty would be \$10,000.

The taxpayer shall be liable for any penalties as of December 31 of any tax year and the liability shall be due as of the filing date of the taxpayer's next income tax return.

If the taxpayer is not required to file an income tax return, the taxpayer's liability for penalties shall be due as of April 15<sup>th</sup> of each year.

The Director of the Department of Revenue shall offset any tax credits claimed on a filed tax return against an outstanding penalty before applying such credits to the tax year against which they were originally claimed.

Any nonpayment of liability for penalties shall be subject to the same provisions of law as a liability for unpaid income taxes, including but not limited to, interest and penalty provisions.

Penalties shall remain the obligation of the person or entity obligated to complete the annual report without regard to any transfer of the credits.

**Closed Records (Sections 610.255 and 620.014, RSMo)**

Before August 28, 2004 and pursuant to Section 620.014, DED had the authority to close certain records except for the name of the tax credit recipient and the amount of the tax credit. SB 1099 removes this broad exception but DED retains the authority to close records or documents that "relate to financial investments in a business, or sales projections or other business plan information which may endanger the competitiveness of a business" or as also allowed by law.

**Contact Information**

MO Department of Economic Development  
301 West High Street, Room 770  
PO Box 118  
Jefferson City, MO 65102  
Phone: 573-751-9048  
Fax: 573-522-4322  
E-mail: melody.worley@ded.mo.gov

The link below is to the Missouri Film office website:  
<http://www.missouribusiness.net/film/index.asp>



DEPARTMENT OF ECONOMIC DEVELOPMENT

**FILM PRODUCTION TAX CREDIT PROGRAM  
APPLICATION (SECTION 137.750, RSMo)**

<b>Applicant Information</b>						
Name of Film Production Company		Primary Telephone Number		Federal Tax I.D. Number		
		Alternate Telephone Number		NAICS Code		
Project Title						
Headquarters Address (Street, P.O. Box)			City		State / Zip Code	
Name of Person Completing Application			Email of Person Completing Application			
Address of Person Completing Application			Telephone Number		Fax Number	
City			State		Zip Code	
<b>Business Type (circle one):</b>						
Individual	C Corp	S Corp	LLC	Sole Proprietor	Partnership	Other: _____
<b>Employment</b>						
Number of current employees in Missouri:						
Number of current employees nationwide including Missouri employees:						
Projected number of Missouri employees during the project:						
Are any other State or Federal programs being applied for or utilized for this project?					<b>Yes</b>	<b>No</b>
If Yes, Identify the State and Federal programs being applied for or utilized:						
<b>Project Type</b>						
Check ONE of the following which describes this project's type of production:						
<input type="checkbox"/> Theatrical release feature film		<input type="checkbox"/> Broadcast network TV Movie of the Week			<input type="checkbox"/> TV Commercial	
<input type="checkbox"/> Cable TV film		<input type="checkbox"/> Broadcast network TV series			<input type="checkbox"/> Documentary Film	
<input type="checkbox"/> Cable TV series		<input type="checkbox"/> Broadcast network TV mini-series				
<input type="checkbox"/> Cable TV mini-series		<input type="checkbox"/> Broadcast network TV pilot				
<b>Length of film</b> (Check ONE of the following which describes this project's length of film)						
<input type="checkbox"/> 30 minutes and under			<input type="checkbox"/> Over 30 minutes			
<b>Production Personnel</b> (List the full names of the key personnel associated with this production project)						
Director			Production Coordinator			
Executive Producer			Location Manager			
Producer(s)			Director of Photography			
Principal Actor			Principal Actresses			
Unit Production Manager			Production Designer / Art Director			

<b>Production Information</b>			
Has financing been completed for this production? (If Yes, Attach Proof of Financing)		<b>Yes</b>	<b>No</b>
Enter the date the production office is expected to be operating in Missouri (MM / YY)			
Enter the date of the start of principal photography to occur in Missouri (MM / YY)			
Estimated number of days of principal photography in Missouri			
Will you make this production available for a Missouri premiere?		<b>Yes</b>	<b>No</b>
<b>Project Expenditures</b> (List your "below the line budget" expenses expected for this Missouri Project.)			
<b>PROJECT ITEM</b>	<b>COST</b>	<b>PROJECT ITEM</b>	<b>COST</b>
Missouri Labor Wages / Salaries	\$	Missouri Food / Restaurant Expenses	\$
Missouri Lodging Expenses	\$	Missouri Equipment Rental / Purchase	\$
Missouri Building(s) Rental	\$	Missouri Location Fees	\$
Missouri Contracted Services (Casting, Security, etc.)	\$	Missouri Materials Rental / Purchase (Set Construction, Wardrobe, etc.)	\$
Qualified Out-of-State Payroll	\$	Other Project Items	\$
<b>TOTAL ESTIMATED MISSOURI PROJECTED EXPENDITURES</b>			<b>\$</b>
<b>TOTAL ESTIMATED PROJECT BUDGET</b>			<b>\$</b>
<p><b>Per HB 1549, any business receiving must enroll in the E-Verify Program. The program is designed to provide employment status information to determine the eligibility of applicants for employment. Currently an employer's participation in E-Verify is FREE.</b></p> <p><b>To access E-Verify website, go to:  <a href="https://www.vis-dhs.com/EMPLOYER_INFORMATION.HTM">HTTPS://WWW.VIS-DHS.COM/EMPLOYER_INFORMATION.HTM</a></b></p>			
<b>Is the company enrolled and participating in the E-Verify Program?</b>		<b>YES</b>	<b>NO</b>
<b>Is a copy of the Memorandum of Understanding included with this application?</b>		<b>YES</b>	<b>NO</b>
<p><b>Send Application &amp; Related Documents To:</b></p> <p>MO Department of Economic Development  301 West High Street, Room 770  PO Box 118  Jefferson City, MO 65102  <b>ATTN: Melody Worley</b></p>			

**CERTIFICATION****(PLEASE READ THOROUGHLY PRIOR TO SIGNING)**

- I certify that I am an authorized representative of the applicant and as such am authorized to make the statement of affirmation contained herein.
- I certify that the applicant does NOT knowingly employ any person who is an unauthorized alien and the applicant has complied with federal law (8 U.S.C. § 1324a) requiring the examination of an appropriate document or documents to verify that each individual is not an unauthorized alien.
- I certify that the applicant is enrolled and will participate in a federal work authorization program as defined in Section 285.525(6), RSMo., with respect to employees working in connection with the activities that qualify applicant for this program. I certify that the applicant will maintain and, upon request, provide the Department of Economic Development documentation demonstrating applicant's participation in a federal work authorization program with respect to employees working in connection with the activities that qualify applicant for this program.
- I certify that the applicant shall include in any contract it enters with a subcontractor in connection with the activities that qualify applicant for this program, an affirmative statement from the subcontractor that such subcontractor is not knowingly in violation of Section 285.530.1, RSMo., and shall not be in violation during the length of the contract. In addition the applicant will receive a sworn affidavit from the subcontractor under the penalty of perjury, attesting that the subcontractor's employees are lawfully present in the United States. I certify that the applicant will maintain and provide the Department of Economic Development access to documentation demonstrating compliance with this requirement.
- I understand that if the applicant is found to have employed an unauthorized alien, applicant may subject to penalties pursuant to Sections 135.815, 285.025, and 285.535, RSMo.
- I understand that if the applicant is found to have employed an unauthorized alien in Missouri and did not, for that employee, examine the document(s) required by federal law, that the applicant shall be ineligible for any state-administered or subsidized tax credit, tax abatement or loan for a period of five years following any such finding.
- I attest that I have read and understand the Film Production Tax Credit Program guidelines, specifically as it relates to the Tax Credit Accountability Act of 2004 (SB 1099).
- I hereby agree to allow representatives of the Department of Economic Development access to the property and applicable records as may be necessary for the administration of this program.
- I certify under penalties of perjury that the above statements, information contained in the application and attachments are complete, true, and correct to the best of my knowledge and belief.

Signature	Print Name	Title	Date
Notary Embosser Seal	On this _____ day of _____, 2____, appeared _____ to me personally known to be the person who executed the above certification, and acknowledged and states on his / her oath to me that he / she executed the same for the purposes therein stated.		
	State of	County (or City of St. Louis)	
	Notary Public Name	My Commission Expires	Notary Rubber Stamp
	Notary Public Signature		

DEPARTMENT USE ONLY		
<b>APPROVED:</b>	Up to \$ _____ in Missouri income or financial institution tax credits <b>may be issued subject to verification of this project's actual Missouri production expenses and Missouri economic benefit.</b> This approval is in effect until _____ (month/day/year) and may be renewed in 30-day intervals subject to the Department of Economic Development and Missouri Film Commission's approval.	
	DATE	DEPARTMENT OF ECONOMIC DEVELOPMENT DESIGNEE
	DATE	MISSOURI FILM COMMISSION DESIGNEE
<b>APPROVAL RENEWED:</b>	Up to \$ _____ in Missouri income or corporate franchise tax credits <b>may be issued subject to verification of this project's actual Missouri production expenses and Missouri economic benefit.</b> This approval is in effect until _____ (month/day/year) and may be renewed in 30-day intervals subject to the Department of Economic Development and Missouri Film Commission's approval.	
	DATE	DEPARTMENT OF ECONOMIC DEVELOPMENT DESIGNEE
	DATE	MISSOURI FILM COMMISSION DESIGNEE
<b>APPROVAL RENEWED:</b>	Up to \$ _____ in Missouri income or corporate franchise tax credits <b>may be issued subject to verification of this project's actual Missouri production expenses and Missouri economic benefit.</b> This approval is in effect until _____ (month/day/year) and may be renewed in 30-day intervals subject to the Department of Economic Development and Missouri Film Commission's approval.	
	DATE	DEPARTMENT OF ECONOMIC DEVELOPMENT DESIGNEE
	DATE	MISSOURI FILM COMMISSION DESIGNEE
<b>DENIED</b>	DATE	DEPARTMENT OF ECONOMIC DEVELOPMENT DESIGNEE
	DATE	MISSOURI FILM COMMISSION DESIGNEE



DEPARTMENT OF ECONOMIC DEVELOPMENT

**MISSOURI TRANSFER FORM (MO-TF)**

The MO-TF must be used when transferring any transferable Missouri Tax Credits administered by the Missouri Department of Economic Development. You must submit a separate MO-TF form for each tax credit transfer being requested. The sale or transfer of tax credits may have income tax consequences for the assignor and assignee. Consult your tax advisor.

**ASSIGNOR**

Name of Assignor			
Federal ID No. (FEIN)	MITS/Missouri ID No.		SSN
Contact Person		Title	
Address	City	State	Zip Code
Telephone Number	Fax Number	E-mail	

**TRANSFER**

Tax Credit Program	Approved Tax Benefit Number:	(Office use only) - AHAP New Tax Benefit Number
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Issued For the Calendar Year \_\_\_\_\_ or Tax Year Beginning \_\_\_\_\_, Ending \_\_\_\_\_.

Amount of Tax Credits Sold	Discount Rate	Sale Price
\$	%	\$
\$	%	\$
\$	%	\$

Total Amount of Credits to Be Transferred \$ \_\_\_\_\_

**CERTIFICATION**

- I certify that I am an authorized representative of the Assignor and as such am authorized to make the statement of affirmation contained herein.
- I hereby agree to allow representatives of the Department of Economic Development access to the property and applicable records as may be necessary for the administration of this program.
- I certify under penalties of perjury that the above statements, information contained in this document and attachments are complete, true, and correct to the best of my knowledge and belief.

Assignor Signature	Title
Print Name	Date

Notary Public Embosser Seal	Appeared before me this _____ day of _____, 20____,	
	_____ to me personally known to be the person who executed the above certification, and acknowledged and states on his/her oath to me that he/she executed the same for the purpose therein stated.	
	State of _____	County (or City of St. Louis) _____
	Notary Public Name _____	My Commission Expires _____
	Notary Public Signature _____	Use Rubber Stamp in Area Below

ASSIGNEE							
Name of Assignee							
Federal ID No. (FEIN)			MITS/Missouri ID No.			SSN	
Contact Person				Title			
Address			City			State	Zip Code
Telephone Number		Fax Number		E-mail			
ASSIGNEE TYPE							
C Corp	S Corp	LLC	Sole Proprietor	Partnership	Individual	Individual Filing a Joint Return	Other _____
If the taxpayer is a Partnership, S-Corporation, or other entity with a flow through tax treatment, identify the names, social security numbers and proportionate share of ownership of each beneficiary, partner or shareholder on the last day of the tax period. Aggregate proportionate shares or percent of total ownership may not exceed 100%. Attach a separate sheet if necessary. If an Individual - Filing a Joint Return list the Primary and Secondary Names and Social Security Numbers below.							
Name(s)		Social Security Numbers			% Ownership Year End		
					%		
					%		
					%		
					%		
					%		
					%		
CERTIFICATION							
<ul style="list-style-type: none"> <li>I certify that I am an authorized representative of the Assignee and as such am authorized to make the statement of affirmation contained herein.</li> <li>I certify under penalties of perjury that the above statements, information contained in this document and attachments are complete, true, and correct to the best of my knowledge and belief.</li> </ul>							
Assignee Signature				Title			
Print Name				Date			
Notary Public Embosser Seal	Appeared before me this _____ day of _____, 20____, _____ to me personally known to be the person who executed the above certification, and acknowledged and states on his/her oath to me that he/she executed the same for the purpose therein stated.						
	State of			County (or City of St. Louis)			
	Notary Public Name		My Commission Expires		Use Rubber Stamp in Area Below		
	Notary Public Signature						

Mail the MO-TF Form to the appropriate address referenced below with regards to the program for which tax credits were originally issued.

Missouri Department of Economic Development P.O. Box 118, Room 770 Jefferson City, MO 65102 573-751-0717	Missouri Department of Economic Development P.O. Box 118, Room 770 Jefferson City, MO 65102 573-522-6155
Business Facility Tax Credits	Brownfield Remediation Tax Credit
Certified Capital Companies (CAPCO) Tax Credits	Community Bank/CDC Tax Credit
Enhanced Enterprise Zone Tax Credits	Dry Fire Hydrant Tax Credit
Development Tax Credits	Historic Preservation Tax Credit - issued after 8/28/1998
Film Production Tax Credits	Neighborhood Preservation Act
New Enterprise Creation Act / Prolog Ventures	Transportation Development Tax Credit
Rebuilding Communities Tax Credit	
Seed Capital Tax Credit	
Small Business Investment Capital Tax Credits	
Small Business Incubator Tax Credit	
Missouri Housing Development Commission Attn: Jane Anderson 3435 Broadway, Kansas City, MO 64111 816-759-6662	Missouri Development Finance Board P.O. Box 567 Jefferson City, MO 65102 573-751-8479
Affordable Housing Assistance (AHAP)	Bond Guaranty Tax Credit
	Infrastructure Development Funds Tax Credit