

**APPLICATION - EXEMPTION CERTIFICATE BUILDING MATERIALS  
ILLINOIS VALLEY ENTERPRISE ZONE #17**

Effective **July 1, 2013** the Building Materials Sales Tax Exemption Certificate for a project in an Illinois Enterprise Zone must be issued by the Illinois Department of Revenue per Public Act 97-905 passed in August of 2012. All certificates issued for projects previously by the local Zone Administrator expire June 30, 2013 per PA 97-905 and a new Certificate must be obtained to make eligible exempt purchases.

**Who is eligible for a Building Materials Sales Tax Exemption Certificate?**

- Each construction contractor or other entity that purchases building materials to be incorporated into real estate in an Enterprise Zone by rehabilitation, remodeling or new construction.

**How do I apply for a Building Materials Sales Tax Exemption Certificate?**

- Construction contractors or other entities seeking exemption certificates must go through the Zone Administrator of the zone where the project is located.
- Zone Administrators must submit applications for those construction contractors or other entities purchasing materials to incorporate into real estate in an Enterprise Zone.
- The project for which an exemption is sought must meet eligibility requirements set forth in the zone ordinances of the local designating units of government for the zone.
- All applications must be submitted through the "Business Incentives Reporting and Building Materials Exemption Certification" link at the Department of Revenue's website, at [tax.illinois.gov](http://tax.illinois.gov).

**What information does the Zone Administrator require in order to apply for an exemption certificate?**

- Name, address and email of construction contractor or other entity seeking a certificate

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

- Name of the Enterprise Zone: Illinois Valley Enterprise Zone #17
- The address (or location) of the project

Project Address or Location: \_\_\_\_\_

- The Estimated amount of the exemption based on the percentage of the contract that consists of materials; and

Total Const. Cost: \$ \_\_\_\_\_ X 50% (est. cost of mat'l's.) X (local rate tax rate) =

(Estimated amount of Exemption): \$ \_\_\_\_\_

- Federal Employer Identification Number (FEIN) or "Applicant ID": \_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**IMPORTANT:** If you are a sole proprietor using a Social Security Number (SSN) as your business identification number, you must first obtain an "Applicant ID" through the Building Materials Exemption Certificate program at [tax.illinois.gov](http://tax.illinois.gov) and bring your Applicant ID to the Zone Administrator to apply.