



RACE for Space Program

Certificate of Eligibility for Additional or Replacement Premises

DATE
STAMP

Application for Certificate of Eligibility of designated additional or replacement premises for unincorporated business tax, general corporation tax, business corporation tax, or banking corporation tax. Premises cannot be certified as additional or replacement premises if you maintained employment shares there prior to submitting this application for certification.

PART I: APPLICANT AND SITE INFORMATION

SECTION A: APPLICANT INFORMATION

APPLICANT'S COMPANY NAME:

CONTACT PERSON:

ADDRESS:

CITY/STATE:

ZIP CODE:

The following information can be found in the letter we sent you:

PRELIMINARY ELIGIBILITY RECORDING
DATE:

LEASE OR CONTRACT SUBMISSION
DATE:

SOCIAL SECURITY NUMBER:

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OR

EMPLOYER IDENTIFICATION NUMBER:

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MAIN BUSINESS ACTIVITY:

TELEPHONE NUMBER:

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SECTION B: CURRENT RACE FOR SPACE PREMISES

Are you currently receiving RACE for Space benefits at one or more business locations within the eligible RACE for Space area?..... ☐ YES ☐ NO

If "YES," complete the following schedule for the location(s) and attach copies of your RACE for Space Certification Form(s).

STREET ADDRESS	CITY AND STATE	NATURE OF ACTIVITIES	NUMBER OF EMPLOYEES	DATE AT LOCATION

SECTION C: RELOCATION SITE INFORMATION

1. Are you moving to a different site or adding new premises?

☐ Moving to a different site ☐ Adding new premises

Provide (a) the borough, block and lot number, and the address, of the additional or replacement premises, and submit one of the following: a copy of the lease for the premises, a copy of the contract to purchase the premises, or a copy of the deed if you own the premises; AND (b) a brief description of the relocated business operations.

a.	Borough:	Block:	Lot:
b.	Address:		
Description of relocated business operations:			
	Date of relocation:	Date lease or contract fully executed:	Square footage leased or purchased at eligible premises:

2. Will your activities at the additional or replacement premises consist predominantly of any of the following

- a. The retail sale (other than through the mail, by phone, or by means of the Internet) of tangible personal property to any person, for any purpose unrelated to the trade or business of such person? ☐ YES ☐ NO
- b. The sale of services to individuals that generally involve the physical, mental, and/or spiritual care of such individuals or the physical care of the personal property of any person unrelated to the trade or business of such person? ☐ YES ☐ NO
- c. The provision of retail banking services? ☐ YES ☐ NO
- d. The lodging of guests at a building or portion thereof that is regularly used and kept open for such services, including an apartment hotel, a motel, or boarding house or club? .. ☐ YES ☐ NO

IF YOU CHECKED "YES" TO ANY ITEM IN QUESTION 2, THE ADDITIONAL OR REPLACEMENT PREMISES ARE NOT ELIGIBLE FOR THE RACE FOR SPACE PROGRAM.

3. a. Do the premises consist of at least 10,000 square feet?..... ☐ YES ☐ NO
- b. Are the premises wholly contained in non-residential real property located within New York City? ☐ YES ☐ NO
- c. Are the premises located in the borough of Manhattan? ☐ YES ☐ NO

If you answered "YES" in response to the question 3(c), were the final certificates of occupancy for the premises issued prior to January 1, 2000? ☐ YES ☐ NO

SECTION D: RACE FOR SPACE CERTIFICATION

I hereby certify that the information furnished with or in this application is, to the best of my knowledge and belief, true, correct and complete.

Print Name and Title of Applicant, Partner or Corporate Officer

Signature

Date

**MAIL TO:
NYC DEPARTMENT OF FINANCE
BUSINESS AND EXCISE TAX REFUND UNIT – RACE FOR SPACE,
59 MAIDEN LANE, 20TH FLOOR, NEW YORK, NY 10038**

Upon receipt and review of a complete application, including all required schedules and documents, the Department of Finance will issue a Certificate of Eligibility to the applicant. In order to claim RACE for Space benefits, you must submit an annual computation of aggregate employment shares maintained by the eligible business, every year. The Department of Finance will issue an annual certification, which must be attached to your applicable business tax return.