



BUSINESS ASSISTANCE REQUEST FORM

Please answer the questions below and return to the City of Louisville, 749 Main Street, Louisville, Colorado, 80027, Attention: Bonnie Star, Economic Development Director

Note: Completed request forms and accompanying documents submitted to the City shall become the property of the City and will not be returned. Only those documents that contain trade secrets or confidential commercial or financial data will be considered confidential, and then only if the documents are specifically marked "CONFIDENTIAL" and the information therein qualifies for such treatment. All documents submitted to the City are subject to applicable open records laws

Project Information:

- What is the name of the project?
- What is the location of the project?
- What is the size of the project?
- If new construction, what is the estimated building valuation (core and shell only) of the project?
- If this is tenant finish, what is the estimated tenant finish (not including furniture, fixtures, and equipment)?
- Is the project an expansion or a relocation of the current business?
- Will the project occupy existing space or construct a new space?
- When is a decision anticipated on the project location?
- When is construction anticipated to begin?
- When is construction anticipated to be completed?
- What other areas are being considered for this project?

Owner's Contact Information:

Name of Business
Business Address
Phone:
Fax:
Email:
President or CEO of the Business:
Name of the Applicant:

Employee and Payroll Information:

- What is the number of employees at move-in?
- What is the projected number of employees within the first five (5) years of operation?
- What is the annual payroll (not including benefits) at move-in?

- What is the annual payroll (not including benefits) within the first years of operation?
- What is the average job salary per year?

Company Profile:

- Describe what service or product your company provides
- Provide general background on the company
- Provide website information (if applicable)

Sales Tax Projections:

If this is a retail/commercial business, please complete the following:

- What is the gross retail sales projections in the first full year of operation?
- What is the gross retail sales projections in the first five years of operation, per year?