



CITY OF HOUSTON

EB-5 (TEA) CERTIFICATION REQUEST FORM

In accordance with Title 8, Code of Federal Regulations Section 204.6(i), the City of Houston Economic Development Division has been delegated the authority by the State of Texas to certify and/or designate a particular geographic or political subdivision located within a metropolitan statistical areas (MSA) or within a city or town having a population over 20,000 (Subdivision), such as, by way of example only, counties, census designated places (CDP), that meet the "high unemployment area" definition and therefore qualify for the \$500,000 minimum investment threshold as non-rural TEAs for EB- 5 program purposes. Unemployment rates for MSAs, counties, CDPs, cities, and their consisting census tracts are published annually through the U.S. Bureau of Labor Statistics (BLS) or American Community Survey. At the current time, the most recent unemployment information available at the census tract level is the American Community Survey (ACS) 2009-2014 - 5 Year Estimate.

| Project General Information | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>(You will need to complete this form for each address)</i> | |
| Name of Business <i>(name that will be listed on the TEA certification letter)</i> | |
| Proposed FULL PHYSICAL Address <i>(Ex: 123 Main St, Houston TX 77001, if site description is other than an address: Example: acreage/lot, please state)</i> | |
| Origin of Investment <i>(Country)</i> | |
| Type of Commercial Enterprise | <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Holding Company <input type="checkbox"/> Business trust/Other entity |
| Harris County Appraisal District | |
| <i>(Include a copy of the Harris County Appraisal District data sheet, found at the following website: www.hcad.org)</i> | |
| Account Number | |
| Legal Description | |
| Type of Request: <i>(Select one)</i> | <input type="checkbox"/> Geographic <input type="checkbox"/> Political Subdivision |
| Project Information | |
| Business Type: <i>(Check all that apply)</i> | Project is a result of: <i>(Check all that apply)</i> |
| <input type="checkbox"/> Energy <input type="checkbox"/> Telecommunication Svcs <input type="checkbox"/> Basic Materials <input type="checkbox"/> Healthcare <input type="checkbox"/> Capital Goods <input type="checkbox"/> Financial <input type="checkbox"/> Transportation <input type="checkbox"/> Technology <input type="checkbox"/> Consumer <input type="checkbox"/> Utilities <input type="checkbox"/> Services <input type="checkbox"/> Other: _____ <input type="checkbox"/> Manufacturing | <input type="checkbox"/> New Business / Start-up <input type="checkbox"/> Relocation from Out-of-State <input type="checkbox"/> Open New Location <input type="checkbox"/> Expansion (new jobs) <input type="checkbox"/> Consolidation <input type="checkbox"/> Relocation List relocation from? _____ |

| | |
|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Projected dates: <i>(Provide estimate date for each category. If a category does not apply, leave blank.)</i> | Job Creation Data*: <i>(ENTER expected number of jobs that would be? *Must create or preserve at least 10 full-time jobs for qualifying US workers within two years; Direct or Indirect)</i> |
| Begin Construction: | JOBS TYPE: <input type="checkbox"/> DIRECT <input type="checkbox"/> INDIRECT |
| Construction Complete: | Jobs Retained: |
| Hire New Employees: | Estimated Payroll: |
| Begin Operations: | Jobs Created: |
| Full Operations: | Estimated Payroll: |

Provide a brief project description below:
(Provide a summary of the project. Example: Rooms, Parking, Sq.Ft., Capacity, etc.)

| | |
|---------------------------------------|----|
| Capital Investment Amount: | \$ |
| Capital EB5 Investment Amount: | \$ |

REQUESTER CONTACT INFORMATION

(The name and contact information of the person who submitted the formal request to the City of Houston Economic Development Division)

| | |
|-------------------------------|--|
| Business Name | |
| Name of Representative | |
| Title | |
| Telephone | |

How will the project be submitted to USCIS?

(Please check appropriate box & provide name of center if applicable)



DIRECTLY



REGIONAL CENTER

Name of center: _____

DESIGNATION REQUESTS *(Petitioners should consider the following prior to and in submitting a request)*

STEP 1 - A specific address for the proposed investment will be needed to determine whether or not the new business is situated in a qualifying area. However, if a specific address is not yet available, a general description of the location or close area will suffice to tie the request to a qualifying area within a MSA, county, CDP, or city.

STEP 2 - Verify that the designated census tracts combined qualifies as a High Unemployment Area (has an unemployment rate equal to or exceeding 150 percent of the national unemployment average) using the current statistical analysis. The City of Houston requires that you use the most up to date labor data. At the current time, the most recent unemployment information available at the census tract level is the American Community Survey (ACS) 2009-2014- 5 Year estimate used in conjunction with the Bureau of Labor Statistics (BLS) 2014 county employment.

OUR GUIDELINES

Effective January 2014, in order to qualify for TEA certification the following requirements need to be met: **The Census tract(s) and/or block group(s) used toward a contiguous or shared method designation cannot consist of more than 12 tracts within a 4 to 5 mile radius of the proposed site.**

PROCESSING TIME

Please be advised that the turnaround time for most requests is a **minimum of 15 business days from the day we receive this request form in our office.**

* Sample of Political Requests

| | |
|----------------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> State Senate Districts | <input type="checkbox"/> Zip Codes |
| <input type="checkbox"/> State House Districts | <input type="checkbox"/> Voting Districts |
| <input type="checkbox"/> County Subdivisions | <input type="checkbox"/> Houston City Council Districts |
| <input type="checkbox"/> Harris County Precincts | <input type="checkbox"/> Houston Super Neighborhoods |
| <input type="checkbox"/> Independent School Districts | <input type="checkbox"/> Police Divisions |
| <input type="checkbox"/> Community College Districts | <input type="checkbox"/> Fire Districts |
| <input type="checkbox"/> Congressional Districts | <input type="checkbox"/> Tax Incremental Reinvestment Zones (TIRZ) |
| <input type="checkbox"/> TX Board of Education Districts | <input type="checkbox"/> Management Districts |

After completion of the form:
Please email the form and all relevant information to:
leticia.rodriquez@houstontx.gov

- Submission Checklist:
- Harris County Appraisal data sheet
 - Data Analysis
 - Project Scope/Summary