



Notice of Intent

INSTRUCTIONS: This Notice of Intent may be used to declare the company's intent to qualify for the Job Creation Tax Credit, the One Maryland Tax Credit, and the More Jobs for Marylanders Incentive Program with the Maryland Department of Commerce (the "Department"). This form must be signed by an officer of the company.	For Internal Use Only
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1. Full legal name of business	
2. Company NAICS Code	3. Facility NAICS Code
4. Mailing address	
5. Facility address	
6. County of Facility	7. Is the facility in an Opportunity Zone ? <div>Yes No</div>
8. Is this a new or existing business in Maryland? <div>New Business Existing Business</div>	9. Is this an establishment of a new facility or an expanding of an existing facility? <div>Establishment Expansion</div>
10. Number of existing Maryland employees	11. Projected number of qualified positions
12. Select which tax credit(s) are you seeking to declare intent with this notice. Please refer to "Program Information" for additional details about each program.	
	Job Creation Tax Credit The business must notify the Department of its intent before hiring new positions. Only new positions hired after the notice of intent date may qualify for the tax credit.
	One Maryland Tax Credit A business must notify the Department of its intent before hiring new positions and incurring project costs. Only new positions hired and eligible project costs incurred after the notice of intent date may qualify for the tax credit. Estimated Total Project Cost:
	More Jobs for Marylanders Incentive Program A new business that is not currently located in the State must notify the Department of its intent prior to establishing a facility in the State. An existing business that is currently located in the State must notify the Department of its intent before creating new positions. Only new positions for an existing business that meet the applicable requirements may qualify for the tax credit.

This notice of intent is required in order to participate in the program(s) but does not constitute an approval for incentives by the Department. The business must meet the programmatic requirements for final certification.

_____ Print Name of Officer	_____ Title of Officer	_____ Signature of Officer	_____ Date
_____ Contact Name	_____ Phone Number	_____ Email address	

Submit Notice of Intent to:
taxincentives.commerce@maryland.gov

Program Information

JOB CREATION TAX CREDIT (JCTC)

- JCTC awards state income tax credits to a qualified business that creates net new jobs.
- The income tax credit is \$3,000 per new job. The credit increases to \$5,000 per new job if the business locates in a revitalization area (state or federal enterprise zone, federal empowerment zone, or DHCD Sustainable Community). Unused credits may be carried forward for five years.
- The program is capped at \$4 million in tax credits in a calendar year. Credits are certified on a first-come, first-served basis based on when the Department receives the final application. A business may not claim more than \$1 million in a credit year.
- The business must: (1) notify the Department of its intent to seek certification for the Job Creation Tax Credit before hiring any qualified employees to fill the qualified positions; (2) submit a preliminary application to the Department to be certified as a "qualified business entity" eligible for the tax credit; and (3) submit an application to the Department for the final certification when the jobs have been filled for 12 months.
- To qualify, the business must: (1) establish or expand the business at a single location in the State; (2) create a minimum number of net new jobs within a 24-month period that are full-time, pay at least 120% of State minimum wage, and are filled for 12 months before applying for credits; and (3) be engaged in an eligible activity at the facility.
- The job creation minimums are: 60 jobs anywhere in the state; 25 jobs in a Priority Funding Area; and 10 jobs in counties with (1) annual average employment less than 75,000 or (2) median household income less than two thirds of the statewide median household income. While subject to change annually, counties with a 10 job minimum are: Allegany, Baltimore City, Calvert, Caroline, Carroll, Cecil, Charles, Dorchester, Garrett, Kent, Queen Anne's, Saint Mary's, Somerset, Talbot, Washington, Wicomico, and Worcester Counties.
- The expansion or establishment of a business must be at a single location in the state. A single firm may have more than one eligible location, if each is certified and meets the requirements of the statute.
- **JCTC remains in effect until January 1, 2027, subject to extension by the Maryland General Assembly.**
- For more information about JCTC, contact [Abigail McKnight](#) at 410-767-7234.

ONE MARYLAND TAX CREDIT

- The One Maryland Tax Credit awards state income tax credits to a qualified business that creates new jobs and invest in an economic development project in certain areas in the State.
- The income tax credit amount that a business will qualify for depends on the number of new qualified jobs created and amount of capital investment made in the project. A business must have at least \$500,000 of eligible costs and may qualify for the following maximum credit amounts:
 - For businesses that create 10-24 qualified positions: maximum \$1 million in credits based on eligible project costs.
 - For businesses that create 25-49 qualified positions: maximum \$2.5 million in credits based on eligible project costs.
 - For businesses that create at least 50 qualified positions: maximum \$5 million in credits based on eligible project costs.
- A business certified for the One Maryland Tax Credit on or after July 1, 2018 may carry forward unused credits for 10 years.
- **The business may not claim both the One Maryland Tax Credit and Job Creation Tax Credit in the same tax year.**
- The business must: (1) notify the Department of its intent to seek certification for the One Maryland Tax Credit prior to incurring eligible costs or hiring any qualified employees to fill the required qualified positions; (2) submit a preliminary application to the Department to be certified as a "qualified business entity" eligible for the tax credit; and (3) submit an application to the Department for the final certification when the jobs have been filled for 12 months.
- To qualify, the business must: (1) establish or expand in a Priority Funding Area in a Tier 1 County; (2) create a minimum number of net new jobs within a 24-month period; (3) complete the economic development project within 3 years of its commencement; (4) have at least \$500,000 of eligible costs; and (5) be engaged in an eligible activity at the facility.
- A business must locate or expand in a Priority Funding Area in a Tier 1 County. Tier 1 Counties are subject to change and currently include: Allegany, Baltimore City, Caroline, Dorchester, Garrett, Kent, Somerset, Washington, Wicomico, and Worcester Counties.
- The business must begin hiring within 12 months after notifying the Department of its intent and create the minimum number of jobs required within a 24-month period. The position must be filled for at least 12 months before applying for credits. A qualified position is full-time, pay at least 120% of State minimum wage, and is filled for 12 months before applying for credits.
- The business must begin construction, acquisition, or installation of the project within 12 months after notifying the Department of its intent and complete the project no later than 3 years after the date on which the business began construction, acquisition or installment of the project.
- For more information about the One Maryland Tax Credit, contact [Jason Sobel](#) at 410-767-4980.

MORE JOBS FOR MARYLANDERS INCENTIVE PROGRAM (MJM)

- MJM awards incentives to new and existing manufacturers that locate or expand in Maryland and create new manufacturing jobs and non-manufacturers that locate or expand in Maryland Opportunity Zones.
- The benefits are available for a 10 consecutive year period:
 - **Tier 1 new manufacturing business:** (1) a refundable credit against the State's income tax of 5.75% of wages for each qualified position; (2) a credit against the State's portion of the property tax; (3) a refund of sales and use tax; and (4) a waiver of fees charged by SDAT.
 - **Tier 1 or Tier 2 existing manufacturing business:** A refundable credit against the State's income tax of 5.75% of wages for each qualified position.
 - **Opportunity Zone new non-manufacturing business:** (1) a refundable credit against the State's income tax of 5.75% of wages for each qualified position; (2) a credit against the State's portion of the property tax that is the lesser of 100% of state property tax OR \$250 per qualified position; (3) a refund of sales and use tax; and (4) a waiver of fees charged by SDAT.
 - **Opportunity Zone existing non-manufacturing business:** A refundable credit against the State's income tax of 5.75% of wages for each qualified position.
- Tier 1 Areas include: Baltimore City, Allegany, Baltimore, Caroline, Cecil, Dorchester, Garrett, Kent, Prince George's, Somerset, Washington, Wicomico and Worcester Counties. Tier 1 Areas also include Opportunity Zones located in any Maryland county. Tier 2 Areas are any areas which are not Tier 1 Areas.
- The total amount of income tax credits is capped for all businesses in a fiscal year. The credits are issued on a first come, first-served basis. The total amount of sales and use tax credits is capped at \$1 million for all businesses in a fiscal year.
- To qualify for the income tax credit, the business must: (1) notify the Department of its intent to enroll in the More Jobs for Marylanders Incentive Program; (2) submit an enrollment application to the Department to be certified as a "qualified business entity" eligible for the tax credit; (3) submit an initial application to the Department to reserve its tax credit amount; and (4) submit a final certification when the jobs have been filled for 12 months.

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- A new business must provide the Department with notice of its intent before establishing a facility in Maryland. An existing business must provide the Department with notice of its intent before creating new jobs. Only new positions for an existing business that meet the applicable requirements may qualify for the tax credit.
- The business must begin hiring within 12 months after notifying the Department of its intent and create the minimum number of jobs required within 12 months after the date of its first new hire. The positions must be filled for at least 12 months before applying for credits.
- A manufacturing business must: (1) be primarily engaged in activities at the facility with NAICS sector 31, 32, or 33, except for refiners; (2) offer ongoing job skills enhancement training or approved post-secondary education program; and (3) create the minimum number of new jobs that are full-time, of indefinite duration, and pay at least 120% of State minimum wage. New or existing manufacturers in Tier 1 Areas must create at least 5 new qualified positions. Existing manufacturers in Tier 2 Areas must create at least 10 new qualified positions. Existing manufacturers that move their facility from one Maryland county to another after June 1, 2017 will not be eligible to participate.
- A non-manufacturing businesses must: (1) be located in an Opportunity Zone; (2) create at least 5 new jobs that are full-time and pay at least \$50,000 per year; and (3) offer ongoing job training or provide a post-secondary education program. Existing businesses that move their facility from one Maryland County to another after June 1, 2017 will not be eligible to participate. Non-manufacturing businesses do not include businesses that: (i) provide adult entertainment, (ii) are primarily engaged in retail activities (except Grocery Stores), (iii) are primarily engaged in the sale or distribution of alcoholic beverages, (iv) a refiner, (v) a private or commercial golf course or country club, (vi) a tanning salon, or (vii) a bail bondsman.
- **Businesses may enroll their project in the program and be certified as a Qualified Business Entity until June 1, 2022.** Businesses who have been certified to receive benefits under the program will receive the full ten-year duration, subject to appropriation.
- If, during the 10-year benefit period, the number of new qualified positions falls below the number the business received credit for in the first benefit year, the project will be removed from the program and all benefits will be terminated.
- A Qualified Business Entity must apply separately for income tax credits and the sales and use tax refund.
- For more information about the More Jobs for Marylanders Incentive Program, please contact [Kelly Adams](#) at 410-767-6438.

STATE MINIMUM WAGE

State Minimum wage will be increasing beginning January 1, 2020. Please see the schedule below:

Effective Date	120% State Minimum Wage
1/1/2020	\$13.20
1/1/2021	\$14.10
1/1/2022	\$15.00
1/1/2023	\$15.90
1/1/2024	\$16.80
1/1/2025	\$18.00

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