

FLORIDA RESEARCH AND DEVELOPMENT TAX CREDIT PROGRAM
2021 DEO CERTIFICATION REQUEST FORM
INSTRUCTIONS

Partnerships and Limited Liability Companies: Businesses that are partnerships, limited liability companies taxed as partnerships, or disregarded single member limited liability companies, are not corporations under Section 220.03, F.S., and, therefore, may not apply for an allocation of credit. However, each corporate partner of a partnership may apply separately for an allocation of credit based on the corporation's separate research expenses, including allocated partnership research expenses, if the corporate partner is a qualified target industry business. For disregarded entities, the corporation that owns the single member limited liability company must apply separately for an allocation of credit based on the corporation's separate research expenses, including those of the disregarded single member limited liability company, if the corporate owner is a qualified target industry business.

Submission Transmittal: The DEO Certification Request Form must be submitted to the following e-mail address: **DEOCertificationRequest@deo.myflorida.com**.

Submission Deadline: DEO must receive this certification request form before 5:00 pm (Eastern Standard Time) on **Friday, February 26, 2021**.

Corporation Name: List the Corporation's name as filed with the Florida Department of State's Division of Corporations. Include any "doing business as" names of the Corporation.

Subsidiaries or Affiliated Companies: Submit separate DEO Certification Request Forms for each subsidiary or affiliated company that incurred research expenses in Florida.

Corporation's FEIN: List the Corporation's Federal Employer Identification Number.

Disregarded Entity Name: List the name of the single member liability company that is owned by the Corporation and conducted research and development activities in Florida.

Disregarded Entity's FEIN: List the Disregarded Entity's Federal Employer Identification Number.

Physical Address: List the physical address where research expenses were incurred in Florida.

Reemployment Tax Account Number: List the Reemployment Tax Account Number (formerly Unemployment Tax Account Number) for the physical location where the corporation's research expenses were incurred in Florida (it is generally a seven-digit number).

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Contact Person: List the name of the person who can provide information regarding the Corporation or Disregarded Entity.

Phone Number: List the phone number of the person who can provide information regarding the Corporation or Disregarded Entity.

E-mail Address: List the e-mail address of the person who can provide information regarding the Corporation or Disregarded Entity.

Corporation's and/or Disregarded Entity's Website: List the Corporation's website address.

Eligible Qualified Targeted Industry or Industries: Check the applicable eligible qualified target industry or industries.

NAICS Code: List the applicable North American Industry Classification System (NAICS) Code for the qualified target industry or industries.

Number of Employees in this NAICS Code: List the number of full-time equivalent employees that perform duties within this NAICS Code for the Corporation or Disregarding Entity.

Total Number of Employees: List the total number of full-time equivalent employees for the Corporation or Disregarded Entity.

Corporation's or Disregarded Entity's Activities, Products and Services: List the Corporation's activities, products manufactured, and services performed in Florida within this NAICS Code.

Signature: The DEO Certification Request Form must include a signature of a person who is duly authorized and empowered to verify, execute and deliver this certification request form. List the name and title of the person authorized to sign the request form.

Questions: Please contact **Bianca Rubio at 407-280-9060** or at

DEOCertificationRequest@DEO.myflorida.com