

**FLORIDA RESEARCH AND DEVELOPMENT TAX CREDIT PROGRAM
2017 DEO CERTIFICATION REQUEST
INSTRUCTIONS**

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 on or before 5:00pm (Eastern Standard Time) on Tuesday, February 28, 2017.

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.

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.

Mailing Address: List the Corporation's mailing address.

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

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

Reemployment Assistance Number: List the Reemployment Assistance Number (formerly Unemployment Assistance Number) for the physical location where research expenses were incurred in Florida of the Corporation.

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

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

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

Corporation Website: List the Corporation's website address.

Eligible Qualified Targeted Industry(ies): Check the applicable eligible qualified target industries.

NAICS Code: List the Corporation's North American Industry Classification System (NAICS) Code.

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

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

Questions: Please contact Burt Von Hoff at 850-717-8974 or at DEOCertificationRequest@DEO.myflorida.com