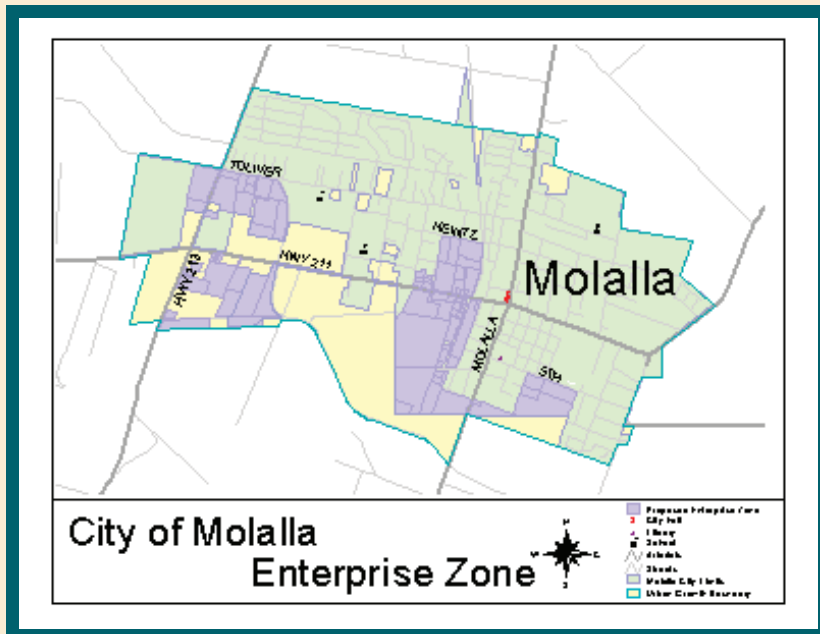


# Molalla, Oregon Enterprise Zone



## Application Process

- 1) Please contact Renate Mengelberg (503) 353-4327 or at [renatem@co.clackamas.or.us](mailto:renatem@co.clackamas.or.us) to discuss the project and to determine eligibility.
- 2) Once it is determined that a company meets the job creation, investment and location requirements, they are encouraged to fill out the Oregon Enterprise Zone Authorization Application. The form can be found at: <http://www.oregon.gov/DOR/PTD/docs/303-029.pdf>
- 3) The company should submit the application form, a list of eligible investments, and a check for the application fee (0.1% of the total investment) payable to "Clackamas County".
- 4) The company will be invited to a meeting with representatives from the Clackamas County Tax Assessors Office, Oregon Employment Department, Clackamas County, and the City of Molalla to discuss the project and address any concerns.
- 5) If all parties agree that the application meets the criteria of the program, the Zone Manager and Assessor officially approve and sign the Oregon Enterprise Zone Authorization Application. The First Source Hiring Agreement should be signed at this time as well.
- 6) The company proceeds to expand its existing facility, construct a new facility or install eligible equipment.
- 7) In January the following year, all pre-certified companies that have completed construction by the end of December will receive a reminder notice and Oregon Enterprise Zone Tax Exemption Application Form. Or see: <http://www.oregon.gov/DOR/PTD/docs/310-075.pdf>
- 8) The pre-certified company files the Oregon Enterprise Zone Tax Exemption Application Form paperwork with the County Assessor by April 1 following each year of the tax abatement period.
- 9) The business receives the tax exemption from the County Assessor for the tax year beginning the following July 1st.

### For More Information or Questions Contact:

**Renate Mengelberg**  
Clackamas County

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