



City of Tacoma  
Finance Department / Tax and License

## Job Credit Economic Recessions/ State of Emergency Declaration Chapter 6A of the Tacoma Municipal Code

You should complete this form if:

- You are currently using job credits to reduce your B&O tax liability
- You have had a reduction in workforce due to an economic disaster or state of emergency

If you have already paid back the job credits, an auditor will review the information and contact you regarding a possible refund.

### Business Information

Name: \_\_\_\_\_

Contract Account #: \_\_\_\_\_

### Position information

Job Title (position): \_\_\_\_\_

Date new position was filled: \_\_\_\_\_

1. Reason the position has lost eligibility for the job credit (check all that apply):

a.  Position was eliminated from your workforce  
Date the position was eliminated \_\_\_\_\_

b.  Hourly wage cannot be maintained at the current "family wage"  
Date the hourly wage was no longer maintained \_\_\_\_\_

c.  Full-time (at least 32 hours/week) status cannot be maintained  
Date full time status was no longer maintained \_\_\_\_\_

2. What is the current number of full time employees at Tacoma location? \_\_\_\_\_

3. What is the reason the position is no longer eligible for the job credit? Provide dates and details of the situation that caused the position to lose eligibility. i.e. natural disaster, economic recession, state of emergency. (attach additional sheet if needed)

4. If your business is closing what is the date of closure? \_\_\_\_\_

I certify that to the best of my knowledge the information provided is accurate and truthful.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_