

**Ohio Qualified Energy Project Tax Exemption Program  
Employee Ohio Domicile Declaration Form**



**Development  
Services Agency**

Mike DeWine, Governor  
Jon Husted, Lt. Governor

Lydia L. Mihalik, Director

**Instructions:** In accordance with Ohio Administrative Code section 122:23-1-04(B), the owner/lessee of a Qualified Energy Project is required provide a signed certificate in the form prescribed by the director from each employee with an Ohio address that he or she is Ohio-domiciled. The owner/lessee of a Qualified Energy Project is also required to obtain evidence of Ohio domicile from each employee, which may include a copy of an unexpired driver's license issued by the State of Ohio to the employee showing an Ohio residence address, an Ohio voter registration card for the employee dated during the construction period, a utility bill dated during the construction period addressed to the employee at his or her Ohio residence address, or such other documentation as the director determines reasonably demonstrates that the employee's permanent residence is in the State of Ohio.

Copies of all completed Ohio domicile declaration forms are required to be submitted with the construction completion report required by Ohio Administrative Code section 122:23-1-03(B). Upon request of the director, the applicant shall provide evidence of Ohio domicile for each employee designated as Ohio-domiciled.

**PART I: Employee Information**

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

Employee Address: \_\_\_\_\_

Employee City, State, Zip: \_\_\_\_\_

**PART II: Project Information**

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

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

Employer Address: \_\_\_\_\_

Employer City, State, Zip: \_\_\_\_\_

Date Employment Began: \_\_\_\_\_

By signing below, I certify the following:

1. As of the date listed below, I am a domiciliary and permanent resident of the State of Ohio at the address listed above.
2. As a resident of Ohio, all income earned as a result of my employment in the project is subject to Ohio income tax withholdings and will be reported on an Ohio income tax return.
3. I have provided the following evidence of Ohio domicile to my employer:

Unexpired Ohio Driver's License/Identification Card

Ohio Voter Registration Card

Recent Utility Bill Showing Ohio Address

Other Documentation (please describe): \_\_\_\_\_

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

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