



## **2021 ENTERPRISE ZONE ANNUAL REPORT LETTER:**

This letter serves as notice that the 2021 Enterprise Zone (EZ) Annual Report has started.

The 2021 EZ Annual Report includes two separate reporting requirements:

1. **Zone Report** to catalog the aggregate activity in the EZ. **This report must be completed every year, even for Enterprise Zones with no active exemptions;** and
2. **Company Reports** for active exemption agreements. If an EZ does not have any active commercial or industrial exemption agreements, completion of a Company Reports is not required.

Blank worksheets of the required sections of the EZ report can be located at

<https://development.ohio.gov/wps/portal/gov/development/business/state-incentives/ohio-enterprise-zone-program>

**Each EZ created prior to January 1, 2022 and certified by Development must complete and submit an annual report form that covers all exemptions in the EZ through December 31, 2021.**

### **Please Read the Following Before Beginning the Annual Report Process:**

1. **Local Incentives Annual Report Entry:** The annual reports are available at <https://development.force.com/>
2. **Login/Password:** An account using **your email address** on file has already been created on Development's Agency Web Portal Login. You should use **last year's password** or select "**Reset your password**" (if you have not accessed the portal in the last six months) by using your email address as a first step, you'll get an email with the link that will navigate you to change your password. **DO NOT CREATE A NEW ACCOUNT.**
3. **Method of Filing:** After logging in, the user is directed to the Agency Web Portal Login. Click "Local Incentives" to advance through the portal. Similar to previous years, all reports must be submitted electronically to Development. No paper or emailed copies of the Zone Report or Company Reports will be accepted. EZ Managers are encouraged to retain signed copies of the completed worksheets they receive back from business owners that are recipients of EZ agreements, but submission to Development is only to be done through the EZ Annual Reporting Module noted above.
4. **Order for Filing Reports:** Company Reports should be filed before you complete the Zone Report. This is due to the Zone Report requiring aggregated information from all the Company Reports.
5. **Filing Deadline:** The 2021 EZ Annual Report must be filed with Development by **March 31, 2022.**

**For more information about the filing process, please refer to the Electronic Filing Instructions, which can be found on Development's EZ page.**

Thank you for your assistance in completing the 2021 EZ Annual Report.

**Please login and check the annual report page on the website to make sure every zone and agreement is listed. Projects approved in 2021 may be missing but will be added by 2022 reporting.**

If there is any missing information, or if you have any questions or comments regarding the 2021 EZ Annual Report, please email [localincentives@development.ohio.gov](mailto:localincentives@development.ohio.gov)

Thank you for your assistance in completing the 2021 EZ Annual Report.