



# 2016 Form M500, JOBZ Tax Benefit Report

Use this form to report the sales tax incentives the qualified business received for participating in a Job Opportunity Building Zone (JOBZ).

Name of qualified business			Taxpayer name (if different from JOBZ business)		JOBZ ID number
Business address in the zone					FEIN
City	State	Zip code	County		Minnesota tax ID number
	MN				
Taxpayer: <input type="checkbox"/> C-Corporation <input type="checkbox"/> S-Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> Fiduciary <input type="checkbox"/> Other (specify): _____					
Business contact's name (first, last)			Title		Daytime phone
Email address of qualified business (optional)			Primary parcel ID (if more than one, attach a sheet)		

## Zone Tax Benefits

1 Did you receive any zone tax benefits in 2016?

- Yes. Continue with line 2.
- No. Explain your situation below, sign at the bottom and file this form by the due date:

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## Sales Tax Exemptions

- 2 Purchases you made in 2016 of tangible personal property (not including capital equipment or purchases exempt as a part of product production cost) and services primarily used or consumed in the zone that would otherwise have been taxable ..... **2** \_\_\_\_\_
- 3 Purchases you and/or your contractor made in 2016 of construction materials and supplies used to construct or improve real property used by the qualified business in the zone ..... **3** \_\_\_\_\_
- 4 Purchases made in 2016 of motor vehicles that are principally garaged in the zone and primarily used to carry out your zone operations (enter each vehicle's VIN number and purchase price; if you have more than 4 vehicles, complete Form M500A, JOBZ Motor Vehicle Purchase Report - see instructions) ..... **4** \_\_\_\_\_

VIN _____	\$ _____	VIN _____	\$ _____
VIN _____	\$ _____	VIN _____	\$ _____

5 Is the qualified business located in an area with a local sales and use tax (see instructions)?

Enter the area: \_\_\_\_\_

5 No  Yes

I declare that this report is correct and complete to the best of my knowledge and belief.

Signature of authorized representative of qualified business	Date
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**Do not include Form M500 with your tax return.**

By October 15, 2017, mail this form and a copy of your Schedule JOBZ, if any, to:

Minnesota Revenue  
 Mail Station 6330  
 St. Paul, MN 55146-6330  
 Phone: 651-556-6836  
 Fax: 651-556-3102

# Form M500 Instructions

## Important News

If you are a qualified business, failure to submit Form M500 will result in removal from the JOBZ program. You will also be subject to repayment of prior JOBZ tax benefits received.

*If you are a qualified business, you must file Form M500 with the Department of Revenue no later than October 15, 2017. This form is used to report sales and use tax benefits you received for participating in a Job Opportunity Building Zone (JOBZ) for tax year 2016. All qualified businesses should file Form M500, even if there are no tax benefits to report.*

*This form is in addition to any other reporting requirements with the Department of Revenue, the zone administrator or the Department of Employment and Economic Development (DEED).*

## Qualified Business

You are a qualified business if your place of business is located within a JOBZ zone and you have signed a Business Subsidy Agreement with the zone administrator.

## County and Parcel ID Number

Enter the county in which the qualified business is located.

Enter the property's primary parcel ID or property ID number assigned to it by the county. You can find the parcel or property ID number on the property tax statement.

Attach a sheet with additional parcel numbers if more than one number is located within the zone.

## Email Address

If the department has questions regarding your Form M500 and you want to receive correspondence electronically, be sure to provide your email address.

## Line Instructions

### Line 1

Check the appropriate box to indicate if you received any tax benefits for participating in a zone during the year.

If you did not receive any tax benefits, explain your situation, sign and file the form.

### Lines 2–5

Complete lines 2 through 5 if you (or, in some cases, your contractor) made purchases in 2016 that were exempt from state and local sales taxes for participating in a zone.

### Line 2

Enter your purchases of taxable goods and services that were primarily used or consumed during the year in the zone.

#### Do Not Include:

- purchases of capital equipment where you have received, or expect to receive, a refund of sales or use tax,
- purchases of motor vehicles or construction materials and supplies, or
- product production purchases such as raw materials and utilities. Materials and utilities used or consumed in producing products for resale are already exempt.

### Line 3

Enter the purchases made by you, or a contractor or subcontractor, of construction materials and supplies used to construct improvements to real property used during the year by the qualified business in the zone.

Ask your contractor for his or her purchasing information.

### Line 4

A motor vehicle purchased by a qualified business is exempt if the motor vehicle is principally garaged in the zone and is primarily used as part of, or in direct support of, the business's operations carried on in the zone.

Enter the Vehicle Identification Number (VIN) and purchase price under line 4. If more than four vehicles are used, complete Form M500A, *JOBZ Motor Vehicle Purchase Report*. Enter additional VINs/amounts of purchase on the form and send with Form M500.

### Line 5

If the qualified business is located in an area with a local sales and use tax (see the following list, be sure to enter the area on the line provided.

#### Local Sales and Use Tax Areas:

Albert Lea	Hubbard County
Austin	Hutchinson
Baxter	Lanesboro
Becker County	Lyon County
Bemidji	Mankato
Beltrami County	Marshall
Blue Earth County	Medford
Brainerd	New Ulm
Brown County	North Mankato
Carlton County	Olmsted County
Cass County	Otter Tail County
Chisago county	Proctor
Clearwater	Rice County
Cloquet	Rochester
Cook County	St. Cloud Area
Crow Wing County	St. Louis County
Douglas County	Steele County
Duluth	Todd County
Fergus Falls	Two Harbors
Fillmore County	Wabasha County
Freeborn County	Wadena County
Hermantown	Worthington

For complete information, see Sales and Use Tax Fact Sheet 164, *Local Sales and Use Taxes*.

## Signature

An authorized representative of the qualified business must sign and date the form.

## Where to File

By October 15, 2017, mail Form M500, along with a copy of Schedule JOBZ, to:

Minnesota Revenue  
Mail Station 6330  
St. Paul, MN 55146-6330

or fax to: 651-556-3102

**Do not** submit Form M500 with your tax return.

## Use of Information

All information provided on Form M500 is nonpublic and cannot be disclosed to others without your consent.

The information will be used to administer the JOBZ program, however, and may be shared with other state agencies, to the extent necessary to administer the JOBZ laws.

## Questions or Need Forms?

You can find forms and the most current information on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

If you have questions, call 651-556-6836 during business hours.

This information is available in alternate formats.