



**STATE OF CALIFORNIA**  
**Enterprise Zone Hiring Tax Credit**  
**Voucher Application**

- - Voucher Code
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*Instructions: Employers must use this form to obtain the voucher required by the State of California to claim the hiring credit available under the Enterprise Zone Program. To apply for the voucher, complete Sections I, II, and III below, and submit the form and the required documentation to the enterprise zone that corresponds to the location of the business.*

**I. Employee Information**

Name: \_\_\_\_\_ Social Security Number (Last 4 Digits): XXX-XX-\_\_\_\_\_

Home Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Hourly Wage: \_\_\_\_\_

Date of Hire: \_\_\_\_\_ Date of Termination (if applicable): \_\_\_\_\_

The employee's position represents (check only one of the following):  a New Position or  a Previously-Existing Position

**II. Employer Information and Declaration**

Employer Name: \_\_\_\_\_ Fed Tax ID Number: \_\_\_\_\_

Address (within Zone): \_\_\_\_\_

Business Address (If different from Zone Address): \_\_\_\_\_

\_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Contact Email Address: \_\_\_\_\_

Declaration:  
*By submitting this voucher application, the employer declares that (1) the company is engaged in a trade or business within the enterprise zone, and, where applicable, (2) the company provided priority for employment to an individual who is enrolled in a qualified program under the federal Job Training Partnership Act or the Greater Avenues for Independence Act of 1985 or who is eligible as a member of a targeted group under the Work Opportunity Tax Credit, or its successor.*

**III. Eligibility Category**

- Among other requirements, a Qualified Employee must meet one of the eligibility categories defined in either Sections 17053.74 or 23622.7 of the Revenue and Taxation Code and provide the documentation described in Section 8466 of the California Code of Regulations. From the following list, check (x) the eligibility category (A-K) under which the employee qualifies:
- A.  **California Work Opportunity and Responsibility to Kids (CalWORKS)**
  - B.  **Workforce Investment Act (WIA) (enrolled/eligible for WIA Intensive Services or Core B)**
  - C.  **Work Opportunity Tax Credit (WOTC) or successor program**
  - D.  **Economically disadvantaged individual 14 years of age or older (Must attach the Income Verification Worksheet)**
  - E.  **Dislocated worker under one of the following categories: (Check all that apply)**
    - 1.  Terminated, laid off, received notice of termination or layoff, and eligible for or has exhausted unemployment benefits, and is unlikely to return to his or her previous industry or occupation
    - 2.  Plant, facility, or enterprise closure (Plant/Company Name: \_\_\_\_\_)
    - 3.  Long-term unemployed and has limited opportunities for employment or reemployment
    - 4.  Formerly self-employed but now unemployed due to general economic conditions
    - 5.  Former Department of Defense civilian employee at a military installation
    - 6.  Active member of the armed forces or National Guard as of September 30, 1990
    - 7.  Seasonal unemployment
    - 8.  Clean Air Act compliance
  - F.  **Disabled individual or service-connected disabled veteran**
  - G.  **Vietnam Veteran or veteran recently separated**
  - H.  **Ex-offender**
  - I.  **Recipient of, or eligible for, Public Assistance (AFDC, SSI, Food Stamps)**
  - J.  **Native American, Native Samoan, Native Hawaiian or member of another group of Native American descent**
  - K.  **Targeted Employment Area (TEA) resident**



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**IV. Enterprise Zone Assessment**

Based on the information described in this eligibility application and the attached documentation, the Enterprise Zone takes the following action:

- Approves the issuance of a Voucher for the Hiring Tax Credit, in accordance with Sections 17053.74 and 23622.7 of the Revenue and Taxation Code, and Sections 8460-8467 of the California Code of Regulations, Title 25, based on the following eligibility category section (e.g., III.A., III.B., etc.) as described in Section III of this application:

\_\_\_\_\_  
*Section III reference*

- Denies the issuance of a Voucher for the Hiring Tax Credit due to one or more of the following causes:

- Employee does not qualify per Sections 17053.74 and 23622.7 of the Revenue and Taxation Code.
- Documentation submitted for the eligibility category of \_\_\_\_\_ is inadequate per Sections 8460-8467 of the California Code of Regulations, Title 25.
- Other (Specify) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Name of Reviewer

Title

Date