



MOORHEAD
MINNESOTA

BORDER CITY ENTERPRISE ZONE

WORKERS' COMPENSATION REBATE PROGRAM 2022

ACCEPTING APPLICATIONS

through

Friday, October 28, 2022

Online Application Portal:

<https://helloignite.io/event/moorhead-TaxCredit/static/Overview>

APPLY

Step 1: Business applies for the tax credit and provides supporting documentation using the online application portal.

Step 2: Applications are reviewed for completeness. Business may be contacted for further clarification, if necessary.

Step 3: Applicant's business entity is reviewed by the Minnesota Department of Revenue (MNDOR) to insure the business is in good standing.

Step 4: Upon satisfactory review, the Department of Employment & Economic Development (DEED) finalizes the Enterprise Zone Credit form.

Step 5: Business receives an email notification that their form is available to download from their online portal.

Step 6: Business files the Enterprise Zone Credit form with their Minnesota tax return.

PROGRAM

The 2022 Workers' Compensation Rebate Program is available to Moorhead businesses (*who file MN income taxes*) to reduce a portion of their Minnesota workers' compensation insurance costs. Just complete the Online Application, Information Sharing Authorization, and submit your most recent WC Audit Statement to be eligible for this refundable credit!

- **25% rebate of workers' compensation expense**
- **Up to \$30,000 rebate per business**

Link to Online Application Portal: [Click Here](#)

New Online
Application
Portal!

MORE INFO



218.299.5441



EconomicDevelopment@cityofmoorhead.com



Moorhead Economic Development
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BORDER CITY ENTERPRISE ZONE PROGRAM
Workers Compensation Tax Credit
APPLICATION GUIDE TO ONLINE SUBMISSION FORM

Online Portal: [Link to Application](#)

User Email: _____

Password: _____ *(Keep this information for your records)*

Step 1 – Complete Online Application & Upload Audit Statement

INFORMATION TAB

Business Information

Business Legal Name: _____
Doing Business As: _____
MN State ID Number: _____
Federal ID Number: _____
Business Street Address: _____
Parcel ID Number (primary): _____

Lookup: <https://www.moorheadproperty.org/>

Additional Users Granted Access to Online Application Portal (optional):

The section allows the applicant to add other authorized representative(s) to use the online application portal.

Audit Statement & Attachments:

Upload your Workers Comp Audit Statement and/or other verification documents.

DETAILS TAB

Contacts

Business Owner Name: _____
Business Owner Title: _____
Business Owner Phone: _____
Business Owner Email: _____

Contact Name: _____
Contact Title: _____
Contact Phone: _____
Contact Email: _____

Mailing Address (if different): _____
Mailing City: _____
Mailing State: _____
Mailing Zip Code: _____

Insurance Information

Local Agent's Name: _____
Agent Company: _____
Agent Phone Number: _____

Workers Comp Insurance Company Name: _____
Policy Effective Date (Start): _____
Policy Effective Date (End): _____

Border City Enterprise Zone Program

Workers Comp Tax Credit

Application Guide – Page 2

Audited MN Workers Comp Expense: _____

Estimated Rebate Amount: _____

Calculated 25% of workers comp expense / Yearly Cap \$30,000

Employee Information

Fulltime - Employees are considered fulltime who work **at least 40 hours per week, 52 weeks per year (2,080 hours)**

Part-time - Employees are considered part-time who work **less than 40 hours per week or are seasonal employees working less than 2,080 hours in a 12-month period.**

Number of Fulltime Employees: _____

Number of Hours for Part-time Employees: _____

Step 2 – Review & Submit Online Application

SUBMIT TAB

Information Sharing Authorization – Review and check box authorizing the Minnesota Department of Revenue (DOR) to disclose information to staff at the City of Moorhead and/or Minnesota Department of Employment and Economic Development (DEED) for the purpose of administering the Enterprise Zone Credits. You are not required to grant this permission but failure to do so will result in the inability to determine your eligibility for the program. The date is considered private or non-public and will not be further shared without your permission except as allow by state or federal law or as required by a court order.

Electronic Signature – Certify that the electronic signature will the same legal authority as a manually executed signature.

Submit Application – Select “Yes” to submit your application for review and processing.

Step 3 – Review by Local and State Officials

Step 4 – Distribute Enterprise Zone Credit Form

QUESTIONS?

Contact: Moorhead Economic Development

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