

**IDA** information

Department of Taxation and Finance

# IDA Appointment of Project Operator or Agent For Sales Tax Purposes

The industrial development agency or authority (IDA) must submit this form within 30 days of the appointment of a project operator or agent, whether appointed directly by the IDA or indirectly by the operator or another agent.

For IDA use only

Name of IDA				IDA project numi	oer (use O	SC numbe	ring system for p	rojects a	fler 1998)
New York City Industrial Development Agency				600124004A					
Street address				Telephone numb	er				
1 Liberty Plaza				( )					
City	State	ZIP code	ð	Email address (d	ptional)				
Vew York	NY	10006							
Project operator or agent infor	rmation								
Name of IDA project operator or agent			Mark an X in th	e box if directly	Em	oloyer iden	tification or Soci	al Securi	ty number
Clearview SM Inc			appointed by th		$\boxtimes$				
Street address		,l		Telephone numb			Primary operato	or agen	t?
199 Bush Street				(347)335-0	0064		Yes 2	آ [	No 🗌
City	State	ZIP code	•	Email address (d					
Brooklyп	NY	11231		mojsi@clearv	iewacny	com.			
				,					
Project information									
Name of project	-								
VM 4401 LLC Project									
Street address of project site									
14-01 11th Street	·			<u> </u>					
City	State	ZIP code	-	Email address (d					
ong Island City	NY	11101		j.lewis@vore	a.com				
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## Instructions

#### When to file

An IDA must file this form within 30 days of the date they appoint any project operator or other person as agent of the IDA, for purposes of extending any sales and use tax exemptions.

### Requirements to file

The IDA must file a separate form for each person it appoints as agent, whether directly or indirectly, and regardless of whether the person is the primary project operator or agent. If the IDA authorizes a project operator or agent to appoint other persons as agent of the IDA, the operator or agent making such an appointment must advise the IDA that it has done so, so that the IDA can file a form within 30 days of the date of the new agent's appointment. The IDA should not file this form for a person hired to work on an IDA project if that person is not appointed as agent of the IDA. The IDA should not file this form if they do not extend any sales or use tax exemption benefits for the project.

If an IDA modifies a project, such as by extending it beyond its original completion date, or by increasing or decreasing the amount of sales and use tax exemption benefits authorized for the project, they must, within 30 days of the change, file a new form with the new information.

#### If the information on this form changes

If an IDA amends, revokes, or cancels the appointment of an agent, or if an agent's appointment becomes invalid for any reason, the IDA, within 30 days, must send a letter to the address below for filing this form, indicating that the appointment has been amended, revoked, or cancelled, or is no longer valid, and the effective date of the change. They must attach to the letter a copy of the form it originally filed. The IDA should not send a letter for a form that is not valid merely because the *Completion date of project* has passed.

#### **Mailing instructions**

Mail completed form to:

NYS TAX DEPARTMENT IDA UNIT W A HARRIMAN CAMPUS ALBANY NY 12227-0866

**Private delivery services** – See Publication 55, *Designated Private Delivery Services*.

#### **Privacy notification**

New York State Law requires all government agencies that maintain a system of records to provide notification of the legal authority for any request for personal information, the principal purpose(s) for which the information is to be collected, and where it will be maintained. To view this information, visit our website, or, if you do not have Internet access, call and request Publication 54, *Privacy Notification*. See *Need help?* for the Web address and telephone number.

# Need help?



Visit our website at www.tax.ny.gov

- get information and manage your taxes online
- · check for new online services and features

#### Telephone assistance

Sales Tax Information Center:

518-485-2889

To order forms and publications:

518-457-5431

Text Telephone (TTY) or TDD equipment users

Dial 7-1-1 for the New York Relay Service