

marketing professional, 1 HR professional, 2 warehouse

Part-time: 1 warehouse, 1 customer service representative

13. What is the hourly pay scale of both full and part-time employees to include benefits (new employees only): Manager/professionals: \$50,000-85,000; Warehouse/CSR: \$13-18/hour
14. Other Economic impacts of capital investment: \$60,000 local engineering/design, \$1.8 million construction, \$100,000 local equipment purchases, \$200,000 local shipping & other services
15. Planned hiring schedule: We will be hiring 1-2 people in 2015, 1-2 people in 2016, 2-3 people in 2017, and 2-3 people in 2018
16. List other property tax benefits business currently receives or has applied for: We received a Property tax reduction for 5 years starting in 2006 with the completion of the existing building.
17. Building permit (attach copy or explain absence): See attached
18. A non-refundable fee of \$500 must accompany this application to cover the cost of application administration. Make checks payable to the Big Sky Economic Development Authority.
19. All items on this application must be addressed. Upon completion and accompanied by the application fee, the original can be submitted to the Big Sky Economic Development Authority, 222 N. 32nd Street, Suite 200, Billings, Montana 59101 (telephone 256-6871). If the application is complete, a duly advertised public hearing will be scheduled, after which the Commissioners and/or City Council, in their discretion, will decide whether to approve or deny the application. The applicant, or a representative of the applicant, must appear in person at the public hearings.
20. The application to the Department of Revenue, which is part of this application, must also be completed and signed by the applicant.
21. The Board of County Commissioners and/or City Council may review this applicant's tax incentive program at any time and terminate further reductions at their discretion if they find the provisions of Resolution are not being met.
22. If application is approved, applicant will comply with the following provisions. Failure to comply may lead to the previously approved tax abatement being rescinded:
 - i. Provide copy of Occupancy Certificate and/or Certificate of Substantial Completion
 - ii. Annual Survey to be completed and returned to Big Sky EDA by June 30 of each year
 - iii. Remain current on all property taxes on the subject property
 - iv. Notify Big Sky EDA of any ownership changes or change of use of the facility
 - v. Comply with any other provisions set by the Board of County Commissioners and/or City Council
23. In order for this incentive program to apply to the applicant's current year taxes, Yellowstone County must receive the properly completed application by March of the year in which the reduction is desired. If within the city of Billings, City Council must approve the application by March of the year in which the reduction is desired.

24. Signature of applicant/representative: 
25. Date of application: April 17, 2015
26. County Commissioner's Public hearing held (date): _____
27. City Council's Public hearing held (date): _____

Application Complete

Name: Chad Moore Date: 1/13/16

Recommendation by the Big Sky Economic Development Authority: Signature:  Date: 1/13/16

Approve Deny

County Board of Planning or Laurel-Yellowstone City-County Planning Board certifies that business conforms to zoning regulations:

Signature: _____ Date: _____


If a non-public water or sewer system is used (i.e., septic tank and water well) County Health Department certifies that system conforms to acceptable standard, or will do so on completion of construction:

Signature: _____ Date: _____

County Treasurer's Office certifies that City and County taxes have been paid in full or otherwise satisfied:

Signature:  Date: 1-13-16

City Finance office certifies that the business has applied for the appropriate City business license:

Signature:  Date: 1/13/16

Action by Board of County Commissioners:

Date: _____

Approve Deny Chair: _____ Date: _____

Member: _____ Date: _____

Member: _____ Date: _____

Action by Billings City Council (if applicable – project within City limits):

Approve Deny

Date: _____

CITY OF BILLINGS

By: _____

ATTEST:

By: _____

**APPLICATION TO THE DEPARTMENT OF REVENUE
BUILDING REMODEL, RECONSTRUCTION OR EXPANSION
(Title 15- Chapter 24 – Part 14 MCA)**

To: Assessor
Yellowstone County

Name of Applicant: Home Training Tools, Ltd. dba Home Science Tools

Mailing Address: 665 Carbon Street, Billings MT 59102

Legal description of affected property: _____

Date construction permit issued: March 30, 2015
(If no permit is required, specify the date when certificate in lieu of building permit was issued).

This application covers the expansion construction of the _____ plant.
A public hearing on this matter of Building Expansion, Remodel, or Reconstruction was held at the
Yellowstone County Courthouse at _____ (am/pm) on the _____ day of _____, 20____
Due notice as defined in 76-15-103 was given. True and exact copies of said notices are attached to this
application. _____ Yes _____ No


The statutory \$500,000 investment requirement for expansion or modernization has been met.
 Yes _____ No

The statutory 2.5% increase in value requirement for new improvements has been met.
 Yes _____ No

The statutory 5% increase in value requirement for new improvements has been met.
 Yes _____ No

The qualifying property consists of the following: 28,670 sf main floor, 4,793 sf second floor
(Attach site plats, construction prints, and detailed equipment list identifying the qualifying property.)

This application is made under the provisions of 15-24-1501 or 1601 MCA, and by resolution adopted by
the Commissioners of Yellowstone County, on the 9th day of August 2002. A copy of the same is
attached.



(Owner/Agent)

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We, the undersigned, Commissioners of Yellowstone County, (approve/disapprove) this application for  
\_\_\_\_\_. We find that it (does/does not) conform to the criteria  
as set forth in the resolution adopted by this Board on the 9<sup>th</sup> day of August 2002.

|               |                |
|---------------|----------------|
| _____<br>Name | _____<br>Title |
| _____<br>Name | _____<br>Title |
| _____<br>Name | _____<br>Title |