**Instructions:**  Idaho code requires that the TRI only be offered if it is critical to bringing a meaningful project to Idaho.

Copy and paste the text below **to your organization’s letterhead.** Edit the grey text boxes and complete the statement box in your own words. Sign the letter and have it notarized. Then scan it and upload it where indicated in the application.

STATE OF XXX  
COUNTY OF XXX

The undersigned, [FIRST NAME LAST NAME], representing [COMPANY NAME, ADDRESS, STATE], hereby swear (affirm) that:

1. I am [TITLE] of [COMPANY NAME] and thereby authorized to make these statements.
2. I have personal knowledge of the facts herein, and can testify completely thereto.
3. The purpose of this statement is to assure the Idaho Department of Commerce that failure to secure a Tax Reimbursement Incentive would cause [COMPANY NAME] to no longer consider [relocation] [expansion] in City of [NAME], State of Idaho.
4. A Tax Reimbursement Incentive is a critical need for the company to finalize plans for [relocation] [expansion] to the State of Idaho, City of [NAME], and that should a Tax Reimbursement Incentive not be successfully negotiated the following will occur:

Company to complete this section with information regarding the effect to the project should a TRI not be provided.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Signature Date

SUBSCRIBED AND SWORN before me on this ­\_\_\_\_\_ day of

Notary Public for STATE

Residing at

Commission expires