

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

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**Enterprise Zone Program****MANAGEMENT MEMORANDUM  
Memorandum Number 10-03**

**Date:** November 5, 2010

**TO:** All G-TEDA Administrators

**From:** Chris Westlake  
Deputy Director

A handwritten signature in cursive script that reads "Chris Westlake".

**SUBJECT:** Notice of New Hiring Credit Voucher Application Fees

Pursuant to the passage, signing, and chaptering of SB 856, the Enterprise Zone Hiring Credit Voucher application fee which is payable to the Department of Housing and Community Development for each voucher application received has been increased from \$10 to \$15 per voucher.

In order to allow local enterprise zones sufficient time to notify applicants of the increase and to adjust their own collection processes, the fee increase will not take effect until December 1, 2010. Thereafter the department's fee for all applications received shall be \$15.00 per voucher application. The report and accompanying remittance for activities in December of 2010 (due on or before January 25, 2011) will therefore reflect the new fee amount.

**SB 856 (Chapter 719, Statutes of 2010)**

"... (9) Existing law prescribes the duties and responsibilities of the Department of Housing and Community Development in connection with the establishment of various economic development areas, including enterprise zones, manufacturing enhancement areas, targeted tax areas, and local agency military base recovery areas. Existing law authorizes the department to assess each of these economic development areas a fee of not more than \$10 for each application it accepts for the issuance of a specified tax certificate issued by a local government. This bill would revise these provisions to require the department to collect a fee of \$15 for each application it accepts for the issuance of the specified tax certificate. The bill would require the fees to be deposited in the Enterprise Zone Fund, which the bill would create. These funds would be available to the department, upon appropriation by the Legislature, for the costs of administering the programs relating to each economic development area...."