

CY2020 But For Letter Contents

Employment Tax Increment Financing (ETIF) Program

MAINE IS OPEN FOR BUSINESS—Thank you for your interest in our tax incentive programs.

Your company But For letter must include the required but for language, which can be found in the sample but for letter provided at https://www.maine.gov/decd/start-grow/tax-incentives/employment_tax_increment_financing.shtml.

It is vital that you confirm DECD is in receipt of the final/signed But For letter **BEFORE** publicly announcing your relocation, expansion or start up.

The but for letter must also include the following information:

- Location and county of expansion or start up;
- Number of net new positions to be created with associated wages and benefits;

An appropriately authorized individual may sign letter on behalf of your business. He/she may be owner of sole proprietorship; general partner authorized to act for all partners in partnership; or CEO or primary owner/officer of corporation.

Address letter to DECD, Tax Incentive Programs Division; 59 State House Station; Augusta, ME 04333-0059. The signed letter can be mailed to this address or a PDF of the letter can be e-mailed to decntaxincentives@maine.gov.