

BUSINESS EMPLOYMENT INCENTIVE GRANT PROGRAM

INFORMATION AND INSTRUCTIONS FOR ANNUAL PROGRESS REPORTING

Post-Maturity Filers

OVERVIEW

The Business Employment Incentive Program Instructions are designed to provide information to our customers in advance of the report filing due dates.

IMPORTANT PROGRAM/REPORTING INFORMATION

Report Submission Dates:

- Fully and properly completed 2017 Annual Progress Report documentation must be submitted via the EDA's secure online portal no later than March 1, 2018. Attempts to submit after March 1, 2018 will not be accepted and will result in forfeiture of the 2017 award.
- In order to submit the 2017 BEIP Annual Progress Report, all issues must be addressed before a confirmation is granted. Failure to resolve the outstanding issues will prohibit you from filing your 2017 BEIP Annual Progress Report and will result in forfeiture of the 2017 award.

2017 BEIP ANNUAL PROGRESS REPORTING FOR POST-MATURITY FILERS

All documents should be submitted via the EDA's secure online portal.

1. Fully executed and attested (witnessed) [2017 BEIP Exhibit C-1 Annual Progress Report](#);
2. Copy of **2017 New Jersey Division of Taxation W-3 Reconciliation form**. A W-3 should be provided for every taxpaying entity listed in the Grant Agreement. If a payroll company is used, a copy of the 2017 **New Jersey** Annual Statement of Deposit and Filings can be submitted in lieu of the NJ W-3.
3. Tax Clearance Certificate – please apply on-line using the following link:
https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp