

## Confirmation of an Eligible Business for the Oklahoma Rural Jobs Act

If a rural fund, before making a qualified investment, would like to request from the Oklahoma Department of Commerce a written opinion as to whether the business in which it proposes to invest is an eligible business, please follow these guidelines. This information is needed to initiate a request to the Oklahoma Department of Commerce to determine the eligibility of a prospective business. Failure to provide the information below will result in a denial letter. .

The following information must be sent to [OKRuralJobs@OKcommerce.gov](mailto:OKRuralJobs@OKcommerce.gov) from a rural fund's email address or on company letterhead submitted as an attachment to [OKRuralJobs@OKcommerce.gov](mailto:OKRuralJobs@OKcommerce.gov).

1. The FEI/EIN of each business planned to receive a Qualified Investment;
2. Physical locations of the business and any related business under the same FEI/EIN;
3. Amount or range that a rural fund is considering to invest in each business;
4. Type of investment- debt or equity;
5. Employment count of the business at each location;
6. Annual Payroll at each location if the determination of eligibility will be based on payroll. If determination will not be based on payroll, this is not needed;
7. Indication if the eligibility will be at the date of receiving a qualified Investment or if the eligibility will occur within 180 days of receiving a qualified investment. If the determination is made for within 180 days of receiving a qualified investment the determination will be a conditional determination and will be finalized at 180 days if the statutory criteria are met.

Commerce is allowed fifteen (15) business days from the date a complete request is received to notify the rural fund of its determination if the business qualifies as eligible. If a request for determination of business eligibility is submitted outside of the [OKRuralJobs@OKcommerce.gov](mailto:OKRuralJobs@OKcommerce.gov) e-mail, it is not considered submitted and Commerce is not under an obligation to respond within 15 business days.