

# Capital Investment Credit Application

Complete one application:

- Per calendar year of improvement, include photocopies of all receipts.
- For further information please refer to the "Guidelines and Eligibility Criteria" document.

Park Management Services  
2<sup>nd</sup> Floor, 3211 Albert Street  
Regina, SK S4S 5W6  
Phone: 306-787-8676

## Lessee Information

Operating Name: \_\_\_\_\_ Year Submitting: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Provincial Park/Rec Site: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

## Project Description

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## Materials Purchased

Date	Description of Purchase:	Amount

## Equipment Purchased

Date	Description of Purchase: (Indicate purchase or lease):	Amount

## Labour Expense

Date	Description of Expense (please indicate if contracted)	Amount

## Disclaimer and Signature

I hereby certify the above expenses were incurred for the purpose of the commercial lease identified above and all information is true and correct.

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

## FOR OFFICE USE ONLY

Total Expenses Submitted: \$ \_\_\_\_\_ Total Eligible Expenses: \$ \_\_\_\_\_

Total Capital Investment Credit Available \$ \_\_\_\_\_ for: 20\_\_\_\_ - 20\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

# Guidelines and Eligibility Criteria

## Capital and Lease Incentive Program

The Capital and Lease Incentive Program (CLIP) was established in 2010 to encourage provincial park commercial lessees to make capital investment or improvements to their facilities and/or develop new business opportunities with provincial parks and recreation sites.

The Capital Investment Credit component of CLIP provides business owners a 40% credit for capital investments made to business facilities. This credit can be claimed against future lease fees (lessees are eligible to claim credits to a maximum of one-half of their annual lease fees).

Another component of CLIP is the Early Payment Discount which provides a 2% discount on lease fee invoices paid within 60 days of issue.

You may be eligible to claim capital investment and improvement expenses, please complete one application per calendar year of improvement. Expenses/claims are not transferable; therefore, you are only eligible to claim for improvements made since you have taken over the business. As well, in the event of a sale of your business, any credits remaining on the account are not transferable to the new operator.

Once your claim has been received, it will be reviewed and if approved, you may be required to sign an addendum to your lease authorizing the reduction in lease fees.

### General Eligibility Criteria

- The Capital Investment Credit is available only to businesses operating within the provincial parks system with a valid commercial lease;
- Credits may only be redeemed if lessee is in good standing with their lease and lease fee obligations (a commercial lessee will not be given a credit, or cannot claim existing credits, if they do not have a lease or are behind on past or current lease fee obligations).
- Credit details include: for every dollar invested in an approved capital purchase or improvements, the lessee is eligible to claim \$0.40 against their current year lease fees, to a maximum of 50% of total lease fees. If the credit available in any given year exceeds 50% of total lease fees, the surplus amount can be carried over to be used in subsequent years, to a maximum of five years. If there is any credit remaining after the five-year term, that credit will expire.
- To qualify for a Capital Investment Credit, lessees must make investments in new capital or capital improvements that benefit the public directly, and generally would include expenditures on property, buildings and equipment;
- Expenditures related to eligible investment activities must be verifiable and applicants should have appropriate documentation available for review/audit;
- Investments generally not eligible include: vehicles and trailers that are normally licensed, technology such as computers, cellular phones, blackberry's and general office equipment and furniture. The Capital Investment Credit is also not available towards the purchase of assets from the Province/Government of Saskatchewan such as existing leased facilities and equipment;
- Businesses that are uncertain as to eligibility under the program should obtain confirmation from the Ministry before proceeding with the investment to ensure eligibility for the Capital Investment Credit;
- This list of eligibility criteria is not intended to be comprehensive; and
- In all cases, eligibility for the credit is determined solely at the discretion of the Ministry of Parks, Culture and Sport.