



SITE LOCATION REQUIREMENTS
DEPARTMENT OF COMMERCE – ECONOMIC DEVELOPMENT & FINANCE DIVISION
 SFN 54313 (07/09)

To assist you in identifying areas in North Dakota most suitable to your objectives, please provide the information requested as specifically as possible. Check all blocks as applicable to assure proper handling.

CONFIDENTIALITY

The North Dakota Department of Commerce Economic Development & Finance Division typically works closely with regional and community economic development groups to obtain site-specific information for projects. Unless otherwise specified, the following procedures will apply:

The North Dakota Department of Commerce will advise selected community development professionals or volunteers as deemed appropriate for the purpose of providing assistance and/or information requested herein and in other communications.

Please specify here, any special confidentiality requirements your company may have:

The North Dakota Department of Commerce, Economic Development & Finance Division, as a state agency, must comply with the regulations of the North Dakota Open Meetings and Records Law. The agency, however, under an opinion of the State Attorney General has authority to maintain confidentiality of the name of a company seeking to locate in the state until after the location decision is made. The agency will also maintain the confidentiality of information provided by a business if that information is exempt from disclosure under the North Dakota Open Meetings and Records Law. To assist us in determining whether an exemption exists, please check the box below if you believe the information you are providing is exempt from disclosure and explain why.

The enclosed information is exempt from disclosure under the North Dakota Open Meetings and Records Laws because:

Name (Please Print)	Date
Signature	Phone
Title	

The North Dakota Department of Commerce Economic Development & Finance does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services.

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Corporate Information

Company			
Contact	Title		
Address	City	State/Province	Zip/Postal Code/Country
Physical Location	City	State/Province	Zip/Postal Code/Country
Fax	Email		
Parent Company			
Website Address			
Ownership <input type="checkbox"/> Private <input type="checkbox"/> Public			

Project Timeline

Immediacy of Need: <ul style="list-style-type: none"><input type="checkbox"/> Information only at this time<input type="checkbox"/> Initial site visit expected in _____ months<input type="checkbox"/> Preliminary decision date _____<input type="checkbox"/> Proposed final decision date _____<input type="checkbox"/> Decision dependent upon _____<input type="checkbox"/> External Financing Identified<input type="checkbox"/> Board approval of internal project finding<input type="checkbox"/> Product contracts pending<input type="checkbox"/> Other _____	
Business Type <ul style="list-style-type: none"><input type="checkbox"/> Distribution<input type="checkbox"/> Fabrication<input type="checkbox"/> Assembly<input type="checkbox"/> Service<input type="checkbox"/> Headquarters<input type="checkbox"/> Other _____	Project Type <ul style="list-style-type: none"><input type="checkbox"/> Consolidation<input type="checkbox"/> Expansion, new location<input type="checkbox"/> Expansion, existing location<input type="checkbox"/> Relocation<input type="checkbox"/> Start-up Company
Please identify your North American Industry Classification System (NAICS) code (<i>Find your NAICS code www.naics.com</i>)	

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Most Critical Needs *(In order of importance)*

1.
2.
3.
4.
Comments:

Project Information

Is the project: Resource driven? <input type="checkbox"/> Yes <input type="checkbox"/> No Other? Please Explain:	Market driven? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do these factors limit your search to specific areas of North Dakota? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Regions of Interest: <input type="checkbox"/> Statewide <input type="checkbox"/> Specific Area(s):	

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Financing

Estimated Total Capital Investment \$

Plant \$ Land \$ Equipment\$

Does your company have the funds necessary to finance this project: Yes No

If no, please explain:

Expected Investments by the Firm:

	Land	Buildings & Other Real Property	Furniture & Fixtures & Equipment	Machinery/Heavy Equipment	Total
Year 1	\$	\$	\$	\$	\$
Year 2	\$	\$	\$	\$	\$
Year 3	\$	\$	\$	\$	\$
Year 4	\$	\$	\$	\$	\$
Year 5	\$	\$	\$	\$	\$
Year 6	\$	\$	\$	\$	\$
Year 7	\$	\$	\$	\$	\$
Year 8	\$	\$	\$	\$	\$
Year 9	\$	\$	\$	\$	\$
Year 10	\$	\$	\$	\$	\$

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Personnel

Number of new workers to be hired at the firm each year:

New Jobs at ND location

Year 1	_____
Year 2	_____
Year 3	_____
Year 4	_____
Year 5	_____
Total	_____

Peak Employment: _____

Number of personnel to be transferred to new location:

In-state transfers: _____

Out-of-state transfers: _____

Types of labor required in local area:

Unskilled _____ % of workers	Average Wage \$ _____
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Skilled:

Type of Skill:	_____ % of workers
----------------	--------------------

Type of Skill:	_____ % of workers
----------------	--------------------

Type of Skill:	_____ % of workers
----------------	--------------------

Type of Skill:	_____ % of workers
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Prefer non-union Prefer union Union not a factor

Training assistance important Training not a factor

Please explain benefit package, if any:

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Environment

- Permit/license assistance needed
- Facility will have no environmental impact
- This is not an environment factor
- Facility will affect the environment in the following manner:

Content	Volume
<input type="checkbox"/> Air	
<input type="checkbox"/> Water	
<input type="checkbox"/> Sewer	
<input type="checkbox"/> Odor	
<input type="checkbox"/> Noise	
<input type="checkbox"/> Other	

Is recycling applicable? Yes No

Type of feed stream needed:

Type of feed stream available:

Market

Product(s) of proposed facility:

Raw Materials:

Origin:

Market areas to be served from project facility (*indicate three largest metropolitan areas to be serviced within each market area*):

North Dakota			
U.S. Region (other than North Dakota)			
National			
International			

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Transportation

Production materials arrive via:	Air _____%	Truck _____%	Rail _____%
Finished products distributed via:	Air _____%	Truck _____%	Rail _____%
List related requirements:			
Tons per axel _____		Number of loads per day _____	
<input type="checkbox"/> International air service	<input type="checkbox"/> United Parcel Service	<input type="checkbox"/> Corporate aircraft facilities	
<input type="checkbox"/> Common carriers (trucks)	<input type="checkbox"/> Inter-modal	<input type="checkbox"/> Interstate access	<input type="checkbox"/> Rail
<input type="checkbox"/> Other:			

Special Services

Support services:		
<input type="checkbox"/> Machine Shop	<input type="checkbox"/> Metal Fabrication	<input type="checkbox"/> Heat Treating
<input type="checkbox"/> Plating	<input type="checkbox"/> Painting	<input type="checkbox"/> Sterilization/Laboratory
<input type="checkbox"/> Other (Please Specify):		

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Site/Building

Site Preference:

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Industrial park | <input type="checkbox"/> Enterprise Zone | <input type="checkbox"/> Campus Setting | <input type="checkbox"/> Foreign Trade Zone |
| <input type="checkbox"/> Freestanding Site | <input type="checkbox"/> Incubator Site | <input type="checkbox"/> Rail Siding | <input type="checkbox"/> Major Highway Access |
| <input type="checkbox"/> Interstate Access | | | |

Location Preference:

- Commercial airport within _____ miles
- Private airport within _____ miles
- College/university within _____ miles
- Population density _____/square mile within a radius of _____ miles
- Other:

Size of Site:

Minimum acres preferred: _____ Parking for _____ cars

An Existing Building is:

- Required Preferred Unnecessary

Desire:

- | | | |
|--|--|--|
| <input type="checkbox"/> Lease | <input type="checkbox"/> Lease with option | <input type="checkbox"/> Purchase |
| <input type="checkbox"/> Build-to-suit | <input type="checkbox"/> Multiple buildings acceptable | <input type="checkbox"/> Under single roof |
| Office _____ sq. ft. | Production _____ sq. ft. | Outside storage _____ sq. ft. |
| Other _____ sq. ft. | Warehouse _____ sq. ft. | Total under roof _____ sq. ft. |

Other Building Requirements:

- Type of construction _____ Preferred Mandatory
- Ceiling heights _____ Floor specifications/type _____
- Sprinkler Air Conditioning Loading docks – how many? _____
- Overhead crane capacity _____ Bay widths _____

Special Building Requirements:

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Utilities

Telecom: <input type="checkbox"/> DSL <input type="checkbox"/> ATM <input type="checkbox"/> T1 <input type="checkbox"/> T3 <input type="checkbox"/> Fiber
Electricity: Approximate KW demand _____ Approximate KWH/month _____ Percent power factor _____
Gas: Natural gas is: <input type="checkbox"/> Essential <input type="checkbox"/> Preferred <input type="checkbox"/> Not Used Estimated cubic foot usage per month: _____ For what purpose: _____ Can alternate fuel be used? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what type: _____
Water: Water usage per month: _____ G.P.D. required _____ For what purpose: _____
Sewer: Volume per month: _____ Content: _____ Special requirements: _____

Thank you for your interest in North Dakota!

If you have any questions regarding this form please call (701) 323-5335

Please return completed form to:

Department of Commerce, ED&F
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P.O. Box 2057
Bismarck, ND 58503
Telephone: 701-328-5300
Fax: 701-328-5320