

## Itasca Business Relief Fund Grant Program Business Verification Documents

List below indicates approved documentation to verify statements on application. Lines highlighted in blue are linked to a location on the internet where you can get a copy of that specific document.

Verification	At least one (1) of the following in each category:
Itasca County, MN Business Location	<ul style="list-style-type: none"> <li>-Utility bill</li> <li>-Lease statement</li> <li>-Business mortgage statement</li> <li>-Address search (google, County GIS)</li> <li><a href="#">-Property tax statement</a></li> </ul>
Has MN Tax ID	<ul style="list-style-type: none"> <li><a href="#">-MN income tax return</a></li> <li>-Other tax documents</li> <li>-Original grant application</li> </ul>
Active Registration with Office of Secretary of State (OSS)	<ul style="list-style-type: none"> <li><a href="#">- OSS Business Registration Database</a></li> <li>- Certificate of Good Standing</li> </ul>
Verify # of Full Time Equivalent (FTEs) if > 25	<ul style="list-style-type: none"> <li>-Period reporting from 3rd-party payroll processor</li> <li>-Form 941/Employer's Quarterly Federal Tax Return</li> <li>-Other State or Federal payroll-related filing</li> </ul>
Demonstrate Financial Hardship	<ul style="list-style-type: none"> <li>-Answer to application question requesting simple Profit &amp; Loss statement before &amp; after COVID</li> </ul>