



**Empire State  
Development**

## **NY State Qualified Production Facility Application Form Instructions**

- 1) Facility Information** Name, address, phone number and general email address of the main facility office location.
- 2) List Contact Information:**
  - a. Owner contact info
  - b. Facility/Operations Manager info
- 3) Attestations:** Initial each item to indicate acknowledgement and agreement with the following:

The Qualified Production Facility is:

- a. Located within New York State
  - b. Located outside of the city of New York
  - c. Venue contains at least one stage
  - d. Venue contains a seating capacity of one thousand (1,000) or more seats, and dressing rooms, storage areas, and other ancillary amenities necessary for the qualified musical and theatrical production
  - e. Ticket sale receipts constitute seventy-five (75) percent or more of gross receipts of the facility
  - f. Not a licensee, or affiliated with a licensee, of the NYS gaming commission under racing, pari-mutuel wagering and breeding law
- 4) Signature of Authorized Signer (Owner, General Manager or Owner Designee) and signature of Preparer of Application if different from Authorized Signer.**
  - 5) Submit Application to NY State Musical and Theatrical Tax Credit Office:**  
When completed please return the Application Form for Qualified New York Stages to the NY State Musical and Theatrical Tax Credit Office for review.

For questions please contact ESD at:  
(212)803-2328 or [musictheatercredits@esd.ny.gov](mailto:musictheatercredits@esd.ny.gov)