



Enterprise Zone Program

EMPLOYEE CERTIFICATION REPORT - AVERAGE CALCULATION

Contract Number: _____ **Start Date:** _____

Company Name: _____

Reporting Period: From: _____ To: _____

12th of Month	Year	ES4 Total Employees	Employees at this Location	Part Time Positions	Non LA Resident or Domiciled	Net Full Time Employees
January						0
February						0
March						0
April						0
May						0
June						0
July						0
August						0
September						0
October						0
November						0
December						0

Total Full Time Employees
Number of Months for this Period

1 Average Full Time Employees for Period	#DIV/0!
2 Less: Prior Period Full Time Employees	
Net Increase of Full Time Employees	
3 Net New Part Time Employees	
Net Increase	
4 Times 35% (Minimum Certified)	

A. Residency	
B. Public Assistance	
C. Lacking Basic Skills	
D. Unemployable by Traditional Standards	
Sub-Total Certified	
No Certification	
Total New Employees	

- 1 Total Full Time Employees for the first Period
Divided by number of months from Start Date to Year End or 12 for a year
- 2 Base number of full time employees
- 3 Number of net new Part Time employees meeting the 20 hours for 26 weeks requirement
- 4 Net increase multiplied by 35%

Attach this form to the ES4 or payroll forms that contain the monthly employee count.