



Production companies are required to complete and submit a separate loan-out affidavit for every personal service or loan-out company included on the Kentucky Entertainment Incentive Detailed Cost Report. Failure by the production company to fully complete and submit a fully signed loan-out affidavit for a personal service or loan-out company will result in disallowance of the credit claimed in relation to such personal service or loan-out company. To be valid and accepted, this form must be signed by an authorized representative from the loan-out company, the actor/performer and the production company.

**General Information**

|                         |  |
|-------------------------|--|
| Production company name | Federal Identification Number (FEIN)<br>____ - _____ |
|-------------------------|--|

Mailing Address (Number and Street)

|           |       |          |
|-----------|-------|----------|
| City/Town | State | ZIP Code |
|-----------|-------|----------|

**Name of Production**

|   |   |
|---|---|
| Kentucky Production Start Date (mm/dd/yyyy)<br>__ / __ / ____ | Kentucky Production End Date (mm/dd/yyyy)<br>__ / __ / ____ |
|---|---|

**Personal Service/Loan-Out Company Information**

|              |  |
|--------------|--|
| Company name | Federal Identification Number (FEIN)<br>____ - _____ |
|--------------|--|

|                                      |           |       |          |
|--------------------------------------|-----------|-------|----------|
| Business Address (Number and Street) | City/Town | State | ZIP Code |
|--------------------------------------|-----------|-------|----------|

|                                |           |       |          |
|--------------------------------|-----------|-------|----------|
| Mailing Address (if different) | City/Town | State | ZIP Code |
|--------------------------------|-----------|-------|----------|

|                                   |       |           |        |
|-----------------------------------|-------|-----------|--------|
| Name of Authorized Representative | Title | Telephone | E-mail |
|-----------------------------------|-------|-----------|--------|

|  |  |
|--|--|
| Kentucky Start Date (mm/dd/yyyy)<br>__ / __ / ____ | Kentucky End Date (mm/dd/yyyy)<br>__ / __ / ____ |
|--|--|

Check the box if company is registered with Kentucky Secretary of State to do business in Kentucky.  
 Check the box if company is registered with Kentucky Department of Revenue (DOR) to file and pay taxes.  
 If either of these are not filled in, the company will be required to register with Kentucky Secretary of State and DOR.  
**I declare under the penalties of perjury and to the best of my knowledge and belief, that the information provided is true, correct, and complete.**  
 Signature \_\_\_\_\_ Title \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

**Actor/Performer Information**—Attach additional sheets if more than one actor/performer is provided by this loan-out.

|   |  |
|---|--|
| Name of Actor/Performer providing loan-out services | Social Security Number (SSN)<br>____ - ____ - ____ |
|---|--|

|   |           |       |          |
|---|-----------|-------|----------|
| Residential Address (Number and Street) | City/Town | State | ZIP Code |
|---|-----------|-------|----------|

|                                |           |       |          |
|--------------------------------|-----------|-------|----------|
| Mailing Address (if different) | City/Town | State | ZIP Code |
|--------------------------------|-----------|-------|----------|

|  |  |
|--|--|
| Kentucky Start Date (mm/dd/yyyy)<br>__ / __ / ____ | Kentucky End Date (mm/dd/yyyy)<br>__ / __ / ____ |
|--|--|

The actor/performer will be required to file a personal tax return in Kentucky.  
**I declare under the penalties of perjury and to the best of my knowledge and belief, that the information provided is true, correct, and complete.**  
 Signature of Actor/Performer \_\_\_\_\_ Title \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

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**Payments to Loan-Out Company**

1 Total amount paid by production company to personal service/loan-out company for overall production ▶ 1  00

2 Total amount paid by production company to personal service/loan-out company for qualifying Kentucky payroll/production credit ▶ 2  00

3 Total amount of Kentucky withholding tax remitted to Kentucky relating to this loan-out company ▶ 3  00

4 Dates the personal service/loan-out company performed service on this production in Kentucky:

Kentucky Start Date (mm/dd/yyyy)

Kentucky End Date (mm/dd/yyyy)

\_\_ / \_\_ / \_\_ \_\_ \_\_

\_\_ / \_\_ / \_\_ \_\_ \_\_

5 Date(s) withholding payment remitted to Kentucky Department of Revenue

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



I declare under the penalties of perjury and to the best of my knowledge and belief, that the information provided is true, correct, and complete.

|                  |                                 |                                |
|------------------|---------------------------------|--------------------------------|
| <b>Sign Here</b> | Signature of Preparer           | Date<br><br>__ / __ / __ __ __ |
|                  | Name of Preparer (Please print) | Title                          |

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### What is the Loan-Out Affidavit?

The Loan-Out Affidavit is a form the production company is required to complete and submit for each and every personal service/loan-out company whose wages are included on the Kentucky Entertainment Incentive Detailed Cost Report. Failure by the production company to complete and submit a Loan-Out Affidavit for a personal service/loan-out company will result in disallowance of the credit claimed in relation to such personal service/loan-out company.

**Note:** The affidavit must be completed in full and signed with original signatures by an authorized representative of the production company, an authorized representative of the personal service/loan-out company and the actor/performer in order to be valid and accepted.

### Who Must File a Loan-Out Affidavit?

Production companies who are claiming wages for amounts paid to personal service/loan-out companies on the Kentucky Entertainment Incentive Detailed Cost Report must file the affidavit with their Kentucky income tax return for credit. A separate Loan-Out Affidavit must be completed and filed for each personal service/loan-out company included on the Detailed Cost Report for credit.

**Note:** A copy of the signed affidavit should be retained by the loan-out company and the actor/performer for their records and to attach to their Kentucky income tax returns as required.

### General Information

Complete the general information section of this form with the information requested. For the Kentucky Production Start Date, enter the first date that the production company began production or began incurring pre-production costs in Kentucky, as certified on Exhibit C submitted to the Kentucky Cabinet for Economic Development. For the Kentucky Production End Date, enter the date the production company completed incurring costs for the production in Kentucky, as certified on Exhibit D submitted to the Kentucky Cabinet for Economic Development.

### Personal Service/Loan-out Company Information

This section is to be completed and signed by an authorized representative of the personal service/loan-out company. All sections must be completed in order for the wages to be included on the production company's Detailed Cost Report. The Kentucky start and end dates are the first date that the personal service/loan-out company did work in Kentucky and the final day the personal service/loan-out company did work in Kentucky on the production.

### Actor/Performer Information

This section is to be completed and signed by the actor/performer. All sections must be completed in order for the wages to be included on the production company's credit application. The Kentucky start and end dates are the first date that the actor/performer did work in Kentucky and the final day the actor/performer did work in Kentucky on this production.

### Payments to Personal Service/Loan-out Companies

To be completed by the production company.

**Line 1**—Enter the total amount of wages paid to the personal service/loan-out company for the production everywhere.

**Line 2**—Enter the total amount of qualified wages paid to the personal service/loan-out company for the production in Kentucky.

**Line 3**—Enter the total amount of Kentucky withholding tax remitted to Kentucky relating to the wages paid to this loan-out company.

**Line 4**—Enter the range of dates that this loan-out company performed services in Kentucky relating to the wages on line 2.

**Line 5**—Enter the date or dates withholding tax payments were made to Kentucky.

### Mail to:

**Kentucky Department of Revenue  
Tax Credits Section  
P.O. Box 181, Station 52  
Frankfort, KY 40602-0181**

**Fax to: (502) 564-0058**

### E-mail to:

**KRC.WEBResponseEconomicDevelopmentCredits@ky.gov**

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