



*WNY Incubator Network operates as a consortium of the region's business incubators and startup business programs to help incubator clients achieve sustainable growth. WIN is managed by the University at Buffalo Office of Science, Technology Transfer and Economic Outreach (UB STOR) and is designated as a NYS Innovation Hot Spot by NYSTAR.*

**Innovation Hot Spot Tax Incentives** are applicable to ventures in good standing with WIN incubators (43North, BNMC Beecher Innovation Center, Ceramics Corridor Innovation Center, Directed Energy, Fredonia Technology Incubator, Harrison Place, UB BioSciences Incubator, UB Technology Incubator, Z80 Incubator Labs) that have been certified for eligibility.

**To be certified, ventures must complete the following steps:**

- ✓ Provide a scanned copy of their articles of organization or other suitable documentation demonstrating that the venture is in its first five (5) years of operation (7 years is acceptable for life sciences ventures).
- ✓ Provide a scanned copy of the IHS CEO Endorsement word file signed by the venture's CEO.
- ✓ Provide an updated version of the WNY IHS Worksheet excel file including the pertinent information for your venture. Please save the file using your company name as the file name.
- ✓ Provide a scanned copy of a signed letter from their host incubator manager certifying 1) that the venture is in good standing with the incubator 2) the date which the venture joined the incubator.

**Please submit all files electronically and zipped together to [murdock2@buffalo.edu](mailto:murdock2@buffalo.edu).** Submissions will be accepted on a quarterly basis, with deadlines of March 1, June 1, September 1, and December 1 in each calendar year. Partial or late submissions cannot be considered.

Incubated ventures meeting the outlined criteria will be issued a letter from WIN/ the Innovation Hot Spot certifying their eligibility, and can then work with their accountant to file their taxes.