



Job Report 2025

Send completed form to:
City of Jacksonville
Office of Economic Development
Attn: Finance and Compliance
117 West Duval Street, Suite 250
Jacksonville, FL 32202 Email:
OEDFinance@coj.net

Please complete the form below as it relates to the project for which you received City or State assistance. Should you have any questions, please call (904) 255-5447 or email your questions to OEDFinance@coj.net.

Company name: _____

Mailing Address: _____

Primary Contact Name: _____

Primary Contact Title: _____

Phone: _____ Email: _____

Signature*: _____ Reporting Date: _____

This form should be completed to document all jobs located at the project location as required in the Agreement. The first page of this form must be completed. The second page, the Excel spreadsheet, can either be completed with all required information or a report can be run from the company's HR system. Employees listed on this form must be on the Company's payroll as of December 31, 2025. The OED reserves the right to audit the Company's records to verify the information included on this form.

***By signing this form, I hereby certify that the information in this Job Report and any accompanying documents is true and correct to the best of my knowledge, information and belief. (Please include a signature from a Vice President or higher ranking officer or in the case of an LLC, a manager or managing member.)**