# Attachment F

## CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3 PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPBILITY

Name of Business _____

Address of Business _____

Type of Business:

☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ Joint Venture

Are you claiming Section 3 status for your business?

☐ Yes (If yes, complete the form and attach all applicable documentation.)
☐ No (If no, sign and date this form.)

Attached is the following documentation as evidence of status:

**For Business claiming status as a Section 3 resident-owned enterprise:**

☐ Copy of resident lease
☐ Copy of evidence of participation in a public assistance program
☐ Copy of receipt of public assistance
☐ Other evidence

**For business entity as applicable:**

☐ Copy of Articles of Incorporation
☐ Assumed Business Name Certificate
☐ List of owners/stockholders and % ownership of each
☐ Organization chart with names and titles and brief function statement
☐ Additional documentation
☐ Certificate of Good Standing
☐ Partnership Agreement
☐ Corporation Annual Report
☐ Latest Board minutes appointing officers

**For business claiming Section 3 status by subcontracting 25 percent of the dollar awarded to qualified Section 3 businesses:**

☐ List of subcontracted Section 3 business (es) and subcontract amount

**For business claiming Section 3 status, claiming at least 30 percent of their workforce are currently Section3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:**

☐ Copy of Articles of Incorporation
☐ PHA/IHA Residential lease less than 3 years from day of employment
☐ List of employees claiming Section 3 status
☐ Other evidence of Section 3 status less than 3 years from date of employment

**Evidence of ability to perform successfully under the terms and conditions of the proposed contract:**

☐ Current financial statement
☐ Statement of ability to comply with public policy
☐ List of owned equipment
☐ List of all contracts for the past two years

_____ _____
Print Name Title Date

_____ _____
Name Title Date

(Corporate Seal)