



N.C. DEPARTMENT OF ADMINISTRATION
OFFICE FOR HISTORICALLY UNDERUTILIZED BUSINESSES
 1336 Mail Service Center, Raleigh, NC 27699-1336 ▪ (984) 236-0130 ▪ Fax (919)-807-2335
 Website: <https://ncadmin.nc.gov/businesses/hub> Email Address: huboffice.doa@doa.nc.gov

NC HUB Small Business Enterprise Affirmation

HUB Firm Name: _____ **Federal Tax ID** _____

The North Carolina Office for Historically Underutilized Businesses (HUB Office) is responsible for developing and making available a listing of certified small historically underutilized businesses. As a certified Historically Underutilized Businesses the HUB Office is reaching out to verify if you meet the definition of a certified small historically underutilized businesses: 100 employees or less and an annual net income of not more than \$1,500,000, after “Cost of Goods Sold” is deducted.

Please complete the items below and return to the NC HUB Office at HUB.NCSBE@doa.nc.gov or by fax at 919-807-2335.

Small Business Enterprise Criteria:

- My company has 100 or less employees: Yes No
- My company’s annual net income is: _____ \$1,500,000 or less
 More than \$1,500,000
- My company is based in the state of North Carolina Yes No

The HUB Office may require documentation to verify eligibility.

Signature of Owner

Date

Printed Name of Owner