

N.C. DEPARTMENT OF ADMINISTRATION
OFFICE FOR HISTORICALLY UNDERUTILIZED BUSINESSES
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 Website: www.doa.nc.gov/hub ▪ Email Address: huboffice.doa@doa.nc.gov



Statewide Uniform Certification Program

Statewide Re-Certification Application

Thank you for your interest in becoming Re-certified as a HUB firm with the State of North Carolina under the Statewide Uniform Certification Program (SWUC). Per N.C. General Statute 143-128.4.

To be HUB Re-Certified, you must continue to meet the following:

1. The business must be at least 51% owned, controlled and managed by one or more citizens or lawful permanent residents of the United States who are members of one or more of the following groups: (1) Black, (2) Hispanic, (3) Asian American, (4) American Indian, (5) Female, (6) Disabled and (7) Disadvantaged

The Office for Historically Underutilized Businesses will request updated or changed documentation based on your business structure to determine your eligibility for certification as a historically underutilized business. All applicants are required to submit this application as part of the required documentation.

To initiate HUB Re-Certification or HUB Update: (1) Login to your current vendor profile in the Vendor Link system, (2) Select *Update HUB Information* and (3) Click on *Add/Modify HUB Information*. Applicants for Re-Certification must complete a new SWUC Re-Certification Application and submit it with the required documents.

Section 1. General Information

Name of Firm		
Contact Name	Title	
Business Phone #	Cell Phone #	Fax #
Website	Email Address	
Addresses		
Physical (no post office boxes)	Mailing (only if different from physical address)	
County		

Section 2. Affidavit – Required Documents

Has firm continued to meet the required qualifications for HUB certification as stated in N.C. General Statute 143-128.4 to qualify as a historically underutilized business? YES _____ NO _____

- If YES, proceed with Section-3 of Application on page #2 “RE-CERTIFICATION REQUEST FOR DOCUMENTS” and provide the required documents.
- If NO, proceed with Section-4 of Application on page #3 “CHANGES TO OWNERSHIP, MANAGEMENT CONTROL, CITIZENSHIP OR ETHNICITY ELIGIBILITY REQUEST FOR OUTSTANDING DOCUMENTS” and provide the required documents.

