Minority-Owned Business Enterprise (MBE)

**STEP 1: Check All Applicable Classifications Met by the Supplier**

Women Business Enterprise (WBE)

Disabled-Owned Business Enterprise (DOBE)

LGBTQ Business Enterprise (LGBTQ)

Veteran Business Enterprise (VET)

(*If the supplier has not been certified by an independent verifying agency, skip to Step 3 and sign. If the supplier has been certified, please fill out Steps 2 & 3*)

**STEP 2: Indicate Certifications from independent verifying agencies with supplier’s diversity status, if applicable**

There are many certifying organizations that verify diverse status. Note that MCW does not require a certificate from a certifying agency but would like to track them if they exist.

Is your business certified?  Yes  No[[1]](#footnote-1)

What is the name of the certifying agency?       (please attach a copy of certificate for MCW records)

**STEP 3: By signing below, the undersigned certifies that the supplier meets the requirements of the diverse status checked. If the diversity status of the supplier changes, or certification is obtained or renewed, the undersigned agrees to update its records with MCW within 30 days.**

|  |  |
| --- | --- |
| **Supplier Name:** |  |
| **Name of Individual Affirming Status:** |  |
| **Title of Individual Affirming Status** |  |
| **Email Address:** |  |
| **TIN, FEIN or SSN:** |  |
| **Signature:** |  |
| **Date:** |  |

1. Common certifying agencies include: North Central Minority Supplier Development Council, State of Wisconsin Department of Administration Enterprise Operations Supplier Diversity Program, Women Business Enterprise National Council, National Women Business Owners Corporation, US Pan Asian American Chamber of Commerce, Disability: IN, National Gay and Lesbian Chamber of Commerce, Great Lakes Women’s Business Council, National Veteran Business Development Council, National Veteran Owned Business Association. [↑](#footnote-ref-1)