

SECTION 3 BUSINESS CERTIFICATION

The undersigned makes this affidavit with full knowledge that its contents will be used in the expenditure of funds provided by the United States Government. Under penalty of perjury, he/she hereby claims the following preference under the Section 3 requirements for the following Polk County, Housing and Neighborhood Development project:

Project Name & Number: _____

Under the penalty of perjury I hereby state:

I, _____, am the _____ of
(Name of owner, officer, representative) (Title)

_____, located at _____;

(Company Name) (Address, City, State, Zip)

whose business concern is

- 51 percent or more owned and managed by qualified Section 3 residents;
- Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or
- Provides evidence of a commitment to subcontract to Section 3 business concerns, 25 percent or more of the dollar amount of the awarded contract.
- None of the above.

And, for the project named above, we claim preference in contracting as a Section 3 business in the category listed below:

- Category 1: Business concern that is 51-percent or more owned by residents of the housing development for which the Section 3 covered is expended, or whose full-time permanent work force includes at least 30-percent of these persons as employees.
- Category 2: Business concern that is 51-percent or more owned by residents of other Polk County managed housing developments, including scattered sites, or whose full-time permanent work force includes at least 30-percent of these persons as employees.
- Category 3: HUD YouthBuild program being carried out within the Polk County.
- Category 4: Business concern that is 51-percent or more owned by Section 3 residents, including residents receiving other HUD housing assistance or who live in low-income households, or whose full-time permanent work force includes at least 30-percent of these persons as employees.
- Category 5: Business concerns that subcontract at least 25-percent of the total contract award to Section 3 business concerns (Categories 1-4 above.)

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I agree to provide the following evidence to the Project Manager to support this claim for Section 3 preference.

a) For businesses claiming Section 3 status based on ownership of the firm:

- Copy of the Articles of Incorporation or Articles of Organization
- List of owners/stockholders and percentage (%) ownership of each
- Section 3 Resident Affidavits from owners/officers who qualify as Section 3 residents
- Category 1 and Category 2 only: Evidence of public housing assistance for each Section 3 eligible owner

b) For businesses claiming Section 3 status based on a workforce comprised of at least 30-percent Section 3 residents:

- List of all current full-time employees, their hire dates, and their Section 3 status
- Section 3 Resident Affidavits from all employees for which you are claiming Section 3 status.

c) For businesses claiming Section 3 status based commitment to subcontract 25-percent to Section 3 businesses:

- List of subcontracted Section 3 businesses and subcontract amount
- Evidence that identifies each firm listed as a Section 3 business (i.e., written acknowledgement from Polk County Housing and Neighborhood Development Office or the evidence listed above in paragraphs (a) and (b).)

AFFIANT

I declare under penalty of perjury, that the information provided in this affidavit and all supporting documents are true and correct.

Signature _____

Printed Name _____

Date: _____

NOTARY

On this _____ day of _____, 20____, before me personally appeared _____ (name of signer), whose identity was proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this document, and who acknowledged that he/she signed the above/attached document.

Notary Public

(Seal)

My commission expires: _____

