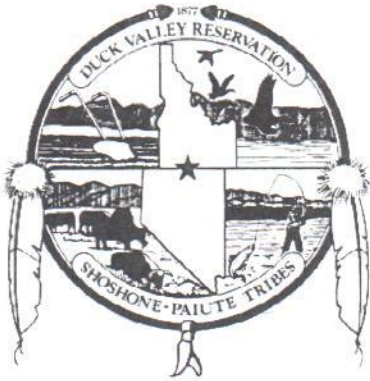




Shoshone-Paiute Tribes TERO
PO Box 219
Owyhee, NV 89832
(775) 757-2921 Ext. 28 phone
(775) 757-2910 fax

TERO Indian Preference Certification Application

INSTRUCTIONS

Complete this application entirely. Only complete applications will be reviewed for consideration. Please provide all attachments along with the application to the TERO Office.

FEES

Level I Certification requires a \$100 processing fee; Level II Certification requires a \$25 processing fee. Only Cashier's Checks and Money Orders will be accepted. Make payable to: Shoshone-Paiute TERO.

Business Name	Owner (attach Certificate of Indian Blood or Tribal ID to document Native American status)
Mailing Address	Physical Address
Email Address	Web Address
Telephone	Fax
SSN or Federal ID#	Year Business Established
Other Name under which the business has previously operated (provide former address and inclusive dates of operation):	Has your business ever been granted TERO Certification status? ____ Yes ____ No If yes, under what name and year certified?
What Level of TERO Certification are you seeking? ____ Level I – Partnerships, Corporations, Limited Liability Companies ____ Level II – Sole-proprietorships and Non-profits	
Identify Type of Business and General Scope of Work: ____ Supplies ____ Materials ____ Services ____ Other, specify: ____ Labor	List Specialties of Work (i.e., specialty contractor, vendor, consultant, manufacturer, supplier, general contractor, etc.)

Identify your business' legal structure and attach requisite documentation as identified by codes: ☐ Sole-Proprietorship – 1 ☐ Partnership – 2 ☐ Corporation – 3 ☐ Limited Liability Company – 4 ☐ Non-Profit - 5	Codes: 1 – Attach a copy of Certificate of Assumed Business Name 2 – Attach copies of Partnership Agreement and Certificate of Assumed Business Name 3 – Attach copies of Certificate of Incorporation, Articles of Incorporation, By laws and Amendments, Stock or Share Certificates, Board Meeting and/or Share Holder Minutes 4 – Attach a copy of the LLC Operating Agreement and LLC Certificate of Registration 5 – Attach a copy of 501(c)3 Certification and related documents		
Organizational Chart/Management System (attach a company flow chart, for employees in excess of 3)			
<i>Name</i>	<i>Title</i>	<i>% of Ownership</i>	<i>Race</i>
Provide evidence to support you or your firm's Technical Qualifications (attach copies of all that apply)			
☐ Certifications/Credentials	☐ Specialty Licenses or Licensures		
☐ Training or Educational Attainment	☐ Business Resume – documenting past work history, Major contracts or awards		
☐ Public Works License			
Insurance/Bond Coverage (attach verification of bonding and/or proof of carrier for insurance)			
Amount of Coverage: _____ Bond/Insurance Carrier: _____			
Resources for Capital and Equipment (attach copies of these required documents)			
☐ Most recent Financial Statement			
☐ Tax Forms 1120, 1120S, 2554, 1065, 1040 and/or Schedule K-1 for each owner, for the past three years, as they apply.			
☐ Itemized Inventory List with true or approximate market values			
List major work-related equipment owned or leased by firm valued at \$5000 or more (attach additional sheets as necessary)			
<i>Type of Equipment</i>	<i>Owned or Leased</i>	<i>Date of Purchase or Lease</i>	<i>Purchase or Lease Cost</i>
Location of Inventory Control – identify physical location of storage and equipment, with city, state, zip:			

ACKNOWLEDGEMENT

I hereby certify that the information provided in this application is true and complete to the best of my knowledge and belief. I understand that applications for certification shall be reviewed on a quarterly schedule and acknowledge that any certification awarded will be re-evaluated two years from the date issue.

Signature of Owner

Date

Signature of Owner

Date

Application Checklist Required Attachments

Please use this checklist to complete your TERO Indian Preference Certification Application.

- ☐ Certificate of Indian Blood or Tribal Identification Card for each Indian owner
- ☐ State Business License
- ☐ Contractor Registration License
- ☐ Legal Structure Documents (one of the following must be checked and documents submitted)
 - ☐ *Sole-Proprietor*: Certificate of Assumed Business Name
 - ☐ *Partnership*: Partnership Agreement and Certificate of Assumed Business Name
 - ☐ *Corporation*: Certificate of Incorporation, Articles of Incorporation, By laws and Amendments, Stock or Share Certificates, Board Meeting and/or Share Holder Minutes
 - ☐ *Limited Liability Company*: LLC Operating Agreement and LLC Certificate of Registration
 - ☐ *Non-Profit*: 501(c)3 Certification and related documents
- ☐ Flow Chart, if the business has three or more employees
- ☐ Copies of all Technical Qualifications (at least one of the following must be checked and documents submitted)
 - ☐ Certifications/Credentials
 - ☐ Specialty Licenses or Licensures
 - ☐ Training or Educational Attainment
 - ☐ Business Resume – documenting past work history, major contracts or awards
 - ☐ Public Works License
- ☐ Proof of Insurance or Bonding Coverage, carrier must be identified
- ☐ Most Recent Financial Statement
- ☐ Past three years Tax Forms
- ☐ Itemized Inventory List
- ☐ Business Profile
- ☐ Processing Fee – Cashier's check or Money order
- ☐ Original Application and three sets of copies

For TERO Use Only

Received by: _____ Date & Time Stamp: _____

Amount received: \$ _____ Method of payment: ☐ Money Order
☐ Cashier's Check

Receipt #: _____