N.C. DEPARTMENT OF ADMINISTRATION

OFFICE FOR HISTORICALLY UNDERUTILIZED BUSINESSES (HUB OFFICE)

1336 Mail Service Center, Raleigh, NC 27699-1336 ▪ (919) 807-2330 ▪ Fax (919)-807-2335

Website: www.doa.nc.gov/hub ▪ Email Address: huboffice.doa@doa.nc.gov

ANNUAL STATUS UPDATE AFFIDAVIT

Please sign, date, notarize and mail the affidavit on or before your certification expiration date.

I, _____ an owner of _____(name of company), have full knowledge of the operations of this firm and hereby attest to the following:

"NO CHANGES TO STATUS"

_____ There have been no changes to the status of ownership, day-to-day management and/or control of the business since our most recent certification or latest Annual Status Update Affidavit.

"CHANGES TO STATUS"

_____ There have been changes to the status of ownership, day-to-day management and/or control of the business since our most recent certification or latest Annual Status Update Affidavit.

*(If there have been changes, please login to Vendor Link NC at https://www.ips.state.nc.us/ips/vendor/vndpubmain.asp to indicate the appropriate changes. Select **"Change Vendor Information,"** to access the login screen. Enter your **User ID** and **Password** (if you are unable to remember your User ID and password, please call 919-807-4502 for assistance). Once you have logged in, select **"Add/Modify HUB Information"** to provide the necessary information.)*

_____	_____	_____
Signature of Owner(s)	Title	Date
_____	_____	_____
Signature of Owner(s)	Title	Date

NOTARY CERTIFICATE

STATE OF _____

} SS:

COUNTY OF _____

Subscribed and sworn to before me the _____ day of _____, 20 _____.

Signature of Notary Public _____

County of residence_____

Date commission expires _____