

No Change Affidavit

I, \_\_\_\_\_ [insert name of certified firm owner(s)], swear<sup>1</sup> (or affirm) that there have been no changes in \_\_\_\_\_ [insert name of certified firm] affecting its ability to meet the size, status, ownership or control requirements of MGO 39.02. I swear (or affirm) there have been no material changes in the information provided with the certification application \_\_\_\_\_ [insert name of certified firm], except for any changes about which I have provided written notice to the City of Madison Department of Civil Rights Affirmative Action Division pursuant to program eligibility guidelines.

If WBE or MBE certified, I swear (or affirm) that I am a woman and/or a member of one or more of the groups identified in MGO 39.02(9)(a)7.

If SBE certified, I swear (or affirm) that \_\_\_\_\_ [insert name of certified firm] continues to meet the Small Business Enterprise (SBE) business size criteria and the overall gross receipts cap of MGO 39.02(9)(d) and \_\_\_\_\_ [insert name of certified firm] average annual gross receipts over the previous three fiscal years do not exceed \$750,000. I have provided the attached size and gross receipts documentation to support this affidavit.

*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me appeared (name) \_\_\_\_\_, to me personally known, who, being duly sworn, did execute the foregoing affidavit and did state that he or she was properly authorized by (name of firm) \_\_\_\_\_, to execute the affidavit and did so as his or her free act and deed.

(SEAL/STAMP)

Notary Public \_\_\_\_\_ Commission Expires \_\_\_\_\_

<sup>1</sup> Knowingly and willfully providing false information is a violation of federal and state law and could subject you to fines, imprisonment or both.