

Historically Under-utilized Business Application Instructions

Please complete the Historically Under-utilized Application in accordance with these instructions. Failure to provide all of the information will delay or result in your firm being considered ineligible for this public economic benefit.

- 1. Indicate the date that you first registered your business in Washington State.**
- 2. Provide your City of Tacoma Business License Number.**
- 3. Provide your Washington state Contractor's License and/or Unified Business Identifier (UBI) number.**
- 4. List your federal tax identification number.**
- 5. Indicate the name that you registered with the Department of Licensing.**
- 6. Indicate your Doing Business As if this is applicable.**
- 7. Indicate your physical business location and current phone number and point of contact.**
- 8. If you have a different mailing, address indicate that in this space.**
- 9. List all owners that have any financial interest in the business.**
- 10. Identify the date that the owner(s) became a part of the business.**
- 11. Indicate how the owner(s) acquired their ownership interest.**
- 12. Please check the appropriate status.**
- 13. If married please provide that person's information.**
- 14. If owner or spouse has another business please complete.**
- 15. Tell us what your business does. This information will be used to properly list you in our database. If necessary, submit on a separate sheet of paper.**
- 16. Identify what is the structure of your business.**
- 17. Complete the gross receipts information for the most recent consecutive three-year period that you have been in business.**
- 18. If this business had another name provide this information.**
- 19. If you have previously submitted an application complete this question.**
- 20. Please respond accordingly.**
- 21. Provide financial information in its entirety. This information will be maintained in strict confidence.**
- 22. A copy of the signature card can also be submitted.**
- 23. Please answer each question.**
- 24. A separate list of equipment may be attached.**

Each owner of the business must complete the Statement of Personal Net Worth.

The principal owner only should sign the Declaration of HUB Status.

Provide the most current year's business tax return.