



SELF-CERTIFICATION FORM

COMPLETE AND RETURN ASAP  
 Return to: [dfraser@dutragroup.com](mailto:dfraser@dutragroup.com)  
 Donna Fraser (707) 374-0131

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone & Fax: \_\_\_\_\_  
 UEI Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**SIZE:**

- \_\_\_\_\_ Small Business
- \_\_\_\_\_ Small Disadvantaged Business
- \_\_\_\_\_ Certified by SBA as a HUBZone Small Business
- \_\_\_\_\_ Women Owned Small Business
- \_\_\_\_\_ Veteran Owned Small Business
- \_\_\_\_\_ Service Disabled Veteran Owned Small Business
- \_\_\_\_\_ Historically Black College/University or Minority Institution
- \_\_\_\_\_ Large Business (including non-profit)
- \_\_\_\_\_ Alaskan Native Corporation
- \_\_\_\_\_ Indian Tribe
- \_\_\_\_\_ Other: Specify \_\_\_\_\_

If you are self certifying as a Small Business, fill out the information below for the work you have been contracted to perform. Dutra staff may help assigning this code as it will be added to your PO:

NAICS Code (for work being contracted) \_\_\_\_\_

NAICS codes are used to define corresponding size criteria applicable to the supplies/services being contracted. For assistance locating most appropriate NAICS code, visit <https://www.census.gov/naics/>. You may also ask Dutra staff for support.

You may wish to review the definitions for the above categories in the Federal Acquisition Regulation 19.7 or 52.219-8 (<https://www.acquisition.gov/far/52.219-8>). If you have difficulty ascertaining your size status, please refer to SBA's website at <https://www.sba.gov/size-standards/index.html> or contact your local SBA office.

Under 15 U.S.C. 645(d), any person who misrepresents its size status shall (1) be punished by a fine, imprisonment, or both; (2) be subject to administrative remedies; and (3) be ineligible for participation in programs conducted under the authority of the Small Business Act.

\_\_\_\_\_  
 Signature and Title Date

\*\*\*\*\*INTERNAL USE ONLY\*\*\*\*\*  
 \_\_\_\_\_ HUBZone Status has been verified in the (DSBS) Dynamic Small Business Search Database \_\_/\_\_/\_\_.