



(Office Use)  
Vender ID: \_\_\_\_\_

# Vendor Profile Form

Legal Business Name: \_\_\_\_\_

Trade Name (DBA): \_\_\_\_\_

Please indicate any other business name(s): \_\_\_\_\_

Current Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website / Email: \_\_\_\_\_

Remit To Address: \_\_\_\_\_  
(If different than above)

City, State, Zip: \_\_\_\_\_

Please check **ALL** of the following Business Classifications that apply:

- Small Business Concern
- Other than Small Business (Large)
- Foreign Owned Business
- Veteran Owned Small Business
- Woman Owned Small Business
- Service Disabled Veteran Owned Small Business
- Historically Black College or University or Minority Institute
- Non-Profit / Not for Profit
- Small Disadvantaged Business
- Alaska Native Corporation or Indian Tribe (as defined in FAR 52.219-9)
- HUBZone Small Certified Business
- Ohio EDGE Certified Business      Certification Date \_\_\_\_\_
- Ohio MBE Certified Business      Certification Date \_\_\_\_\_

DUNS # \_\_\_\_\_ CAGE Code \_\_\_\_\_

NAICS Codes:  
\_\_\_\_\_  
\_\_\_\_\_

Print Name & Title of Representative Completing Form

Signature of Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

300 College Park Dayton, OH 45469-1664  
(937)229-2641 (937)229-2593 Fax  
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## Business Classification Descriptions

To comply with both Internal Revenue Services and federal procurement regulations, the University of Dayton asks all vendors to complete and return both the enclosed W9 and Vendor Profile Form. Prompt response with the requested information will prevent delay in considering your firm as a possible Vendor for the University of Dayton. The business classifications listed on the Vendor Profile form are described below. If you need further clarification, please consult your Regional or District Small Business Administration (SBA) Office.

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### **Other than Small Business:**

"Other than Small Business" refers to an organization that exceeds the small business size standards defined by the code of Federal Regulations as implemented in the Federal Acquisition Part 19.

### **Small Business Concern:**

"Small Business" refers to an organization that meets the criteria defined by the Code of Federal Regulations (13 CFR Part 121.201) as implemented in the Federal Acquisition Part 19.

### **Woman-Owned Small Business:**

"Woman-Owned Small Business" refers to an organization, small being defined above, that is at least 51% owned by a woman or women who also control and operate it. The work "control" in this context means exercising the power to make policy decisions. The work "operate" in this context means actively involved in the day-to-day management.

### **Small Disadvantaged Business:**

"Small Disadvantaged Business" refers to an organization, small being defined above, that is owned and whose management and daily operations are controlled by at least 51% socially and economically disadvantaged individual(s) include Black Americans, Hispanic Americans, and Native Americans including American Indians, American Eskimos, American Aleuts, and Native Hawaiians; Asian-Pacific Americans including United States citizens originating from Japan, China, Philippines, Vietnam, Korea, Samoa, Guam, US Trust Territories of the Pacific, Marianas, Loas, Cambodia, and Taiwan; Asian-Indian Americans including US citizens originating from India, Pakistan or Bangladesh; and other minorities or individual(s) found to be disadvantaged by the SBA pursuant to Section 8(a) of the Small Business Act.

### **Veteran-Owned Small Business:**

"Veteran-Owned Small Business" refers to an organization, small being defined above, that not less than 51% of which is owned and whose management and daily business operations are controlled by one or more veterans. The term "veteran" means a person who served in the active military, naval, or air service and who was discharged or released therefrom under conditions other than dishonorable.

### **Service-Disabled Veteran:**

"Service-Disabled Veteran Small Business" refers to an organization, small being defined above, not less than 51% of which is owned and whose management and daily business operations are controlled by one or more service-disabled veterans, or in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such a veteran. "Service-Disabled Veteran" is defined as a veteran with a disability that is service connected (as defined in section 101 (16) of title 38, United States Code).

### **HUBZone Small Certified Business:**

"HUBZone Small Certified" refers to an organization located in an Historically Underutilized Business Zone, small being defined above, and certified in part by employing staff who live in a HUBZone. The company must also maintain a "principal office" in one of these specifically designated area. A "HUBZone" is an area that is located in one or more of the following: A qualified census tract (as defined by section 42(d)(5)(C)(i)(I) of the Internal Revenue Code of 1986); a qualified "non-metropolitan county" that is: not located in a metropolitan statistical area (as defined in section 143(k)(2)(B) of the Internal Revenue Code of 1986) and in which the median household income is less than 80% of the non-metropolitan State median household income, or that based on the most recent data available from the Secretary of Labor, has an unemployment rate that is not less than 140% of the statewide average unemployment rate for the State in which the county is located; lands within the external boundaries of an Indian Reservation.

### **Foreign Owned Business:**

"Foreign Owned Business" refers to an organization that is principally located outside the United States and *not* incorporated within the United States. (*Also requires a business size.*)

### **Historically Black College or University:**

"Historically Black College or University" refers to an organization designed as such by the Federal Government. (*Also requires a business size.*)

### **Alaska Native Corporation:**

"Alaska Native Corporation (ANC)" means any Regional Corporation, Village Corporation, Urban Corporation, or Group Corporation organized under the laws of the State of Alaska in accordance with the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1601, et seq.) and which is considered a minority and economically disadvantaged concern under the criteria at 43 U.S.C. 1626(e)(1). This definition also includes ANC direct and indirect subsidiary corporations, joint ventures, and partnerships that meet the requirements of 43 U.S.C. 1626 (e)(2).

### **Indian Tribe:**

"Indian tribe" means any Indian tribe, band, group, pueblo, or community, including native villages and native groups (including corporations organized by Kenai, Juneau, Sitka, and Kodiak) as defined in the Alaska Native Claims Settlement Act (43 U.S.C.A. 1601 et seq.), that is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs in accordance with 25 U.S.C. 1452(c). This definition also includes Indian-owned economic enterprises that meet the requirements of 25U.S.C.1452(e).

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If you have any questions, please contact The University of Dayton Purchasing Department at 937-229-2641. Thank you for your immediate attention.

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