



PORT OF HOUSTON AUTHORITY
SMALL BUSINESS DEVELOPMENT PROGRAM
APPLICATION

[ ] NEW APPLICATION

[ ] RENEWAL OF CERTIFICATION

I, \_\_\_\_\_, hereby make application to the Port of Houston Authority for recognition of
(name of person completing Application)

(name of Applicant Business)

as a SBDP-Certified Small Business under the Port of Houston Authority's Small Business Development
Program. I represent that I am the owner or duly authorized representative of the above named Business with
full authority to make this Application.

Attached hereto is evidence of my certification from the indicated certifying agency: (Please mark below which
of the approved agencies is providing certification that Applicant is a Small Business. Please attach proof of
certification.)

- [ ] City of Houston [ ] METRO [ ] Houston Minority Business Council
[ ] Women's Business Enterprise Alliance [ ] Small Business Administration

This certification is valid until\_\_\_\_\_.

I have received, read, acknowledged, and will comply with the Port of Houston Authority's Small Business
Development Program's Policy and Procedures. I represent that my Business meets the eligibility
requirements for certification under the Small Business Development Program as defined in Section III, G of
the Small Business Development Program's Policies and Procedures. Specifically, I represent that my
Business is a Small Business with a Significant Local Presence as those terms are defined in the Port of
Houston Authority's Small Business Development Program's Policy and Procedures. I further pledge to
inform the Port of Houston Authority of any changes in the status of certification of my Business and of any
other changes that might disqualify it as a SBDP-Certified Small Business. This Application is executed to be
an official government document, subject to the applicable laws of perjury.

Definitions (taken from the Small Business
Development Program's Policy and Procedures)

Date
Name
Signature
Federal Tax ID
Street Address
City, State, Zip
County
Telephone
FAX
Email

Small Business. A Small Business is a firm for which
the gross revenues or number of employees over the
past three years, including any affiliates as defined by 13
C.F.R. § 121.103, does not exceed the size standards
as defined pursuant to 15 U.S.C. § 632 (formerly Section
3 of the Small Business Act), and 13 C.F.R. § 121.201,
and for which the net worth of each owner does not
exceed \$750,000, excluding principal residence and the
value of the small business.

Significant Local Presence. Pursuant to the Small
Business Development Program's Policy and
Procedures, a Small Business has a Significant Local
Presence if it is located in one or more of the counties of
Harris, Galveston, Fort Bend, Montgomery, Liberty,
Waller, Chambers or Brazoria, Texas, with one or more
of its employees regularly based therein. A location
utilized solely as a post office box, mail box or telephone
message center, or any combination thereof, with no
substantial work function shall not be construed to be a
significant local presence.