

## CHANGE OF OWNERSHIP - PURCHASER FORM

Purchasers of contract suppliers may request the transfer of a contract as part of a change of ownership transaction. A Purchaser should provide all information on this form and the required documentation outlined in the Change of Ownership (CHOW) fact sheet at least 30 calendar days before the effective date of the CHOW. Please refer to the CHOW fact sheet for more detailed information and instructions.

\* - denotes required fields

**Anticipated Effective Date of Change of Ownership\***

**Resulting Entity:\***

- Successor Entity (Company A + Company B = Company A)
- New Entity (Company A + Company B = Company C)

**Type of Purchase:\***

- Asset - purchase of assets without assuming liabilities
- Asset and liabilities - purchase of assets and assuming the liabilities of the seller
- Stock only - purchase of corporate stock (as in shares possessed by a stockholder)

A sale of corporate stock (as in shares possessed by a stockholder) does not constitute a change of ownership. This form is for reporting changes of ownership that require the submission of a novation agreement for CMS approval. Please use the [Change of Location](#) and the [Change of Information](#) forms to update your information.

**Seller (Transferor) Information**

**Seller's Legal Business Name\***  **Contract No. \***  -  **NPI (if applicable)**  **TIN\***

**Doing Business As Name\***  **Authorized Official Contact Telephone No. \*** (  )  -

Same as Legal Business Name

**Authorized Official Name\***  **Authorized Official E-mail Address\***

**Purchaser (Transferee) Information**

**Contract Supplier:\***  Yes  No

**Purchaser Legal Business Name\***  **Contract No. (if applicable)**  -

**Doing Business As Name\***  **Authorized Official Contact Telephone No. \*** (  )  -

Same as Legal Business Name

**Authorized Official Name\***  **Authorized Official E-mail Address\***

List all locations that will be furnishing the product category(s) for the CBA(s). Each location must meet all eligibility requirements, including the applicable licensure and accreditation. All locations for the CBA that furnishes items within the product category must be included on this list.

This information is for evaluation purposes only. If CMS determines the CHOW is acceptable, locations should be added or removed using the [Contract Supplier Location Update form](#) on the CBIC website.

\* - denotes required fields

**PTAN\***

**Product Category**

**CBA (Select all that apply)\***

- Charlotte-Gastonia-Concord, NC-SC
- Cincinnati-Middletown, OH-KY-IN
- Cleveland-Elyria-Mentor, OH
- Dallas-Fort-Worth-Arlington, TX
- Kansas City, MO-KS
- Miami-Fort Lauderdale-Pompano Beach, FL

**Review Pending Changes**

Type	Description	Action
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**Required Documentation**

The purchaser (transferee) must submit hardcopy documents specified in §414.414(b) through (d), indicating that the new owner meets basic supplier eligibility, accreditation, quality, and financial standards. This requirement may be omitted only if these documents were previously submitted and are still current. Below is the minimally required checklist. Please carefully review the CHOW fact sheet for detailed instructions.

- This form
- Acceptable, signed novation agreement
- Document describing nature of the CHOW transaction
- Documentation that confirms the Purchaser (transferee) is in compliance with all Medicare competitive bidding requirements (licensure, accreditation, financials as applicable)
- Copy of transferee's certificate and articles of incorporation (if corporation)

In accordance with the Change of Ownership requirements for the DMEPOS competitive bidding program found at 42 CFR §414.422(d), I confirm the above information is accurate and request the Competitive Bidding Implementation Contractor (CBIC) process the request to transfer the supplier contract.