

SBA General Login System [Exit](#) [Help](#) [Profile](#) [Access](#) [Choose Function](#) [Change Password](#) Ready

Welcome HubZone Test.

General Login System - Choose Function
Currently Available Applications

- [SA Small Disadvantaged Business Management Information System\(BDMIS\)](#)
- [HUBZone](#)
- [Subcontracting Network \(Sub-Net\)](#)

Last modified: 03/26/2019 12:00:00 AM

[First Day](#) [E-Gov](#) [Regulation.gov](#) [White House](#)
* Privacy & Security * Information Quality * FOIA * No Fear Act * ADA

SBA Processing: 0.231 seconds
Session timeout in 60 minutes



Monday, June 03, 2019

HUBZone

HUBZone

Historically Underutilized Business Zone

HUBZone Program






[hotlinks]

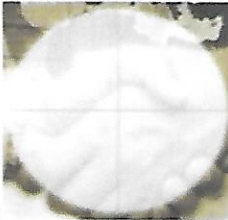
Beyond the organizational structure of any nation

day after another, some programs, there needs to be

the HUMAN element

Community based
Empowerment
Employment
Enterprise

-  **Imp. Docs Request List**
-  HUBZone Electronic Application
-  HUBZone Program Examination
-  HUBZone Program Recertification
-  Update Your Contact Information



[Help]



HUBZone Electronic Application - Main Menu



- [Logout of HUBZone \(Exit to GLS\)](#)
- [View Your Correspondence](#)
- [Download List of Supporting Documents](#)
- [Application Timeline-Interpreting Your HCTS Status Message](#)

Application:

- ▶ [Read Application Guide](#)
- ▶ [Start Application Process](#)

SBA Form 2103 (02/28/2016)



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 Please be advised

  
down back help

ADVISORY

- 1. SECURITY SETTINGS:** Your 'Internet Service Provider' (ISP) or your internet browser may have the Security/Privacy settings preset to a level that might NOT allow the HUBZone System to perform correctly. Before you attempt to log in, please select this link '[How to verify my browser settings?](#)' and make sure you have the right settings. After you establish that you have the right settings you may log in and complete the required steps.
- 2. BROWSER REQUIREMENTS:** This application was originally developed for use on Microsoft Internet Explorer or Netscape versions less than 6.x. It is currently being updated to work with more modern browsers, but please be aware that this website may experience some minor issues with other browsers, such as Firefox, Safari, or versions of Netscape 6.x and above.

Our form uses Pop-Ups which are by default blocked by the **Windows XP** operating system. To enable our form to work correctly, please select this link '[Block Pop-up Windows with Internet Explorer](#)' and follow the instructions under "To change Pop-up Blocker settings."

 **To see/modify your Browser settings follow the instructions below:**

- A.
- 1. For Internet Explorer Users:** From your Internet Explorer's Tool Bar, select the **Tools \ Internet Options **
 - Using the 'Security' TAB: Change the Security level to 'Default.'
 - Using the 'Privacy' TAB: Change the Privacy level to 'Medium.'
 - [MORE HELP](#)
 - After modifying the settings, **close the browser and start over.**
 - 2. For Netscape Users:** Using the **Edit \ Preferences \ Privacy & Security **
 - Using the 'Cookies' option: Enable cookies for the origination web site only.
 - [MORE HELP](#)
 - After modifying the settings, **close the browser and start over.**
- B. If 'A' and/or 'C' do NOT apply in your case, then please talk to your 'Internet Service Provider' (ISP) and ask how the Security/Privacy settings can be changed to permit use of 'session variables' that are required for completion of this HUBZone Application.
- C. If 'A' and/or 'B' do NOT apply in your case, then please talk to your 'Network Administrator' and ask how the Security/Privacy settings can be changed to permit use of 'session variables' that are required for completion of this HUBZone Application.

NOTE: It is recommended that you revert back to your original 'Security/Privacy' settings after completing this HUBZone Application.

Continue

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 Please be advised

  
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About the HUBZone Map

To accurately determine whether you're in a qualified HUBZone, it's critical that you use the new map instead of the old map. Launched June 26, 2017, the new map has the latest data based on changes to the HUBZone Program.

When applying to HUBZone, [use the new map](#) to:

1. See whether your address is in a qualified HUBZone.
2. If it is, from the map, you can download the "Printable Version" needed for your application. This PDF shows your address is in a qualified HUBZone.

NOTE: Until the new map is fully integrated with the application form, the answers you see in the form about your location in a HUBZone may not be accurate.

The SBA will evaluate your application thoroughly using the latest data.

Contact us at hubzone@sba.gov with any questions or concerns.

Continue

Cancel

[Start Application Process](#)

down back help

It is recommended that you read the [HUBZone Program Guide](#) and review all regulatory hot links in each section as you complete the application.

The HUBZone application involves FIVE [5] steps. Carefully follow each step.

Step 1

[Verify if in HUBZone](#) [Need help?](#)

Part of the eligibility criteria of the program is that the concern's [Principal Office](#) be located in a qualified HUBZone and at least 35% of its [employees](#) reside in a HUBZone (except for tribally owned concerns). The principal office is defined as the location where the greatest number of the concern's employees at any one location perform their work. However, for those concerns whose "primary industry" ([see 13 CFR 121.107](#)) is service or construction ([see 13 CFR 121.201](#)), the determination of principal office excludes the concern's employees who perform the majority of their work at job-site locations to fulfill specific contract obligations.

To determine if the concern's principal office is located in a HUBZone and if your employees reside in a HUBZone, you must:

- Select **Verify if in HUBZone**.
- On the map, enter an address and search.
- The map will show whether the address is in a qualified HUBZone.
- You can download the "Printable Version" needed for your application.

Please select 'Continue' button below and answer the questions that follow.

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[Apply For HUBZone Certification](#)



**I will be guiding you through the application process.
However, before we start, please read the following:**

Any sensitive information collected in this application is necessary to determine if the business concern applying for HUBZone Certification complies with statutory and regulatory requirements.

It is recommended that you carefully review the following information before you begin.

- [HUBZone Program Application Guide](#)
- [Small Business Size Standard Information](#)
- [Ownership & Control Information](#)
- [Affiliation Information](#)
- [Financial Information](#)

Note: By selecting an item, you will be presented with text explaining the requirement.

You MUST complete this application in a single session. While entering data into the application, you must be connected to the Internet. The clock on each application page displays the time remaining for you to complete that page before the session times out. You must complete the page before it times out. Incomplete applications cannot be saved.

Are you ready to proceed with your application?

Yes

No

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Identifying Business Location(s)

down back help

Not Completed Completed Current

OMB Approval No. 3245-0320
Expiration Date: 06/30/2019

Move cursor over a task to see name of the task.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
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*** Identifying Business Location(s):**

Based on your concern's EIN, we have identified that your concern has the following location(s).

No	DUNS No	Address
1	963431643	9731 Athey Rd Lorton VA 22079-2443

NOTE:
If any of the locations listed above do not represent any of your offices, please [Contact pronet@sba.gov](mailto:Contact.pronet@sba.gov) to correct your concern's profile(s) before resuming your response process.

Question:
Does your concern have locations other than the ones listed above (excluding temporary job-sites for construction and service industries)?

Registering Other Business Location(s) in SAM



Not Completed Completed Current

OMB Approval No. 3245-0320
Expiration Date: 06/30/2019

Move cursor over a task to see name of the task.

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*** Register ALL office location(s) in SAM & DSBS for your Business Concern:**

- In order to complete the HUBZone Application ALL locations(s) for your business concern (excluding job sites for construction and service industries) MUST be registered and active (profile must be updated at least every 12 months) in SAM & DSBS.
- You have indicated that you do NOT have ALL location(s) for your business registered in SAM & DSBS.
- At this time you can set up a SAM and DSBS profile information one at a time by following the instructions below:

DO THE FOLLOWING:

In SAM:

- Use the DUNS number for each business' location to register the new profile(s).
- If you meet the criteria, identify your concern as a 'Small Business Concern.'
- Provide only 2017 [NAICS](#) Code(s) in your DSBS and SAM Registration.
[Need Help in Selecting your 2017 NAICS?](#)
- Towards the end of the SAM registration process, if the business has been determined to be a 'Small Business Concern', you will be prompted to enter some supplemental information for DSBS.

In DSBS :

- On DSBS, please make sure you identify a 2017 NAICS Code as your Primary NAICS.
 - When you have finished entering DSBS information, you may **'Return to HUBZone'** and proceed.
- Repeat the above steps until ALL your office location(s) are registered in SAM & DSBS.

Please Note :

- By clicking the button below you will exit the SBA website completely and will be redirected to the SAM website
- Your HUBZone certification session will be ended
- After completing your SAM registration, please wait at least 24 hours before attempting to restart your application for HUBZone status

Register in SAM

Previous Question

Start Over

SBA Form 2103 (02/28/2016)





Determining Principal Office



Caution: **DO NOT** use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Expiration Date: 06/30/2019

Move cursor over a task to see name of the task.

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*** Collect Employees(s) at each Business Location:**

Instruction:

Please enter the **number of individuals employed on a full-time, part-time, or other basis**, so long as that individual works a minimum of 40 hours per month, at **EACH** of the following locations. This includes employees obtained from a temporary employee agency, leasing concern, or through a union agreement or co-employed pursuant to a professional employer organization agreement. SBA will consider the totality of the circumstances, including criteria used by the IRS for Federal income tax purposes and those set forth in SBA's Size Policy Statement No. 1, in determining whether individuals are employees of a concern. Volunteers (i.e., individuals who receive deferred compensation or no compensation, including no in-kind compensation, for work performed) are not considered employees. However, if an individual has an ownership interest in and works for the HUBZone SBC a minimum of 40 hours per month, that owner is considered an employee regardless of whether or not the individual receives compensation.

NOTE: The location(s) listed below should **NOT** account for any employee(s) that perform the majority of their work at job-site locations to fulfill specific contract obligations.

No	DUNS No	Address	Number of Employees
1	963431643	9731 Athey Rd Lorton VA 22079-2443	<input type="text"/>

How many employees of your concern perform the majority of their work at job-site locations?

Submit

Clear

Previous Question

Start Over



Confirmation of Principal Office



Caution: DO NOT use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

OMB Approval No. 3245-0320

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Move cursor over a task to see name of the task.

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*** Identifying Principal Office:**

Determination of Principal Office:

Based on the number of employees supplied for each location on the previous page, it was determined that the Principal Office location where the greatest number of employees perform their work, is at the location with DUNS No: **963431643**.

The location with this DUNS is your concern's Principal Office.

If this is correct, please select the '**Continue**' button below to proceed.

If this is not correct, please select the '**Previous Question**' button below to correct your response.

No	DUNS No	Address	No of Employees
1	963431643	9731 Athey Rd Lorton VA 22079-2443	4
Number of employees of your concern who perform the majority of their work at job-site locations:			6
TOTAL number of employees:			10
<input type="button" value="Continue"/>			
<input type="button" value="Previous Question"/> <input type="button" value="Start Over"/>			



HUBZone Internet Application Form



Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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***** Please verify the **BUSINESS NAME** below and carefully answer the **QUESTION** that follows:

Legal Business Name* 'Hisoft Solutions L.L.C.'

***Note:**

Only the firm's legal business name may be used to apply for HUBZone certification. SBA will not accept applications submitted using "doing business as" (DBAs) or assumed fictitious name.

Question:

Does the business name appearing above operate out of the **Principal Office** for your HUBZone Application?

If the information above is correct, please click 'YES' to continue with your SBA application.

Yes

No

Previous Question

Start Over



HUBZone Online Certification

Caution: **DO NOT** use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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Please verify the **ADDRESS** below and carefully answer the **QUESTIONS** that follow:

Business Name:	Hisoft Solutions L.L.C.
Address:	Street: 9731 Athey Rd City: Lorton State: VA ZIP: 22079-2443
Dynamic Small Business Search (DSBS) Status:	ACTIVE <input checked="" type="checkbox"/>

Question:
Does the address appearing above represent the **Principal Office** of **Hisoft Solutions L.L.C.**?



Caution: DO NOT use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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*** Please Update your SAM profile with [Business Name](#)**

Need to correct Business Name?

Address:	Street: 9731 Athey Rd City: Lorton State: VA ZIP: 22079-2443
-----------------	--

Instructions:

1. Select the 'Update Profile in SAM and Dynamic Small Business Search Page' button below.
2. You will be automatically directed to the SAM web site. When you get there, enter the appropriate name in the "Business Name" field.
3. Ensure that your profile has the following:
 - a '2017 NAICS' which represents your primary business in your SAM profile. [Need Help in Selecting your 2017 NAICS?](#)
 - complete and correct address. Your address in the profile is as displayed above.
4. Save your changes.
5. Wait **24 hours** to allow us to process this information, then come back to the HUBZone web site at www.sba.gov/hubzone to re-start the HUBZone application process.



HUBZone Online Certification

Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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Please verify the **ADDRESS** below and carefully answer the **QUESTIONS** that follow:

Business Name:	Hisoft Solutions L.L.C.
Address:	Street: 9731 Athey Rd City: Lorton State: VA ZIP: 22079-2443
Dynamic Small Business Search (DSBS) Status:	ACTIVE <input checked="" type="checkbox"/>

Question:
Does the address appearing above represent the **Principal Office** of **Hisoft Solutions L.L.C.**?



This site says...

According to 13 CFR 103, the definition of Principal Office is where the greatest number of the Applicant Business Concern's employees, at a single location, perform their work. If this location does not meet this definition, this may result in the decline of the Applicant Business Concern's application.

Select ' OK ' button to proceed

OR

Select ' Cancel ' button if this is not your Principal Office.

OK

Cancel



HUBZone Online Certification



Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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*** Verification of DUNS and additional information for this address:**

DUNS number for this address: 963431643

Tax ID: 264671475

CAGE 62RN9

Question:

Does the DUNS number appearing above represent your **Principal Office**?

If **yes**, select the '**Continue**' button below and proceed. If **not**, return to your GLS account and make sure the correct DUNS for the principal office is reported. If you need assistance with displaying the correct DUNS in your GLS profile, please contact itsecurity@sba.gov. However, if you require assistance with DSBS, please contact [202-205-9984](tel:202-205-9984) or email pronet@sba.gov.

Continue

Previous Question

Start Over



HUBZone Online Certification



Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

Progress bar with 17 numbered steps, step 5 is highlighted in red.

* Principal Office:

Question:

Based on the employment information you provided the address is your principal location. Is the employment information correct?

Yes

* No profile representing Principal Office:



What's the problem?

It is a requirement that the Business Concern Applying for HUBZone Certification must use the Dynamic Small Business Page Information that represents the Principal Office. Since you stated that you do not have Dynamic Small Business Page Information that represents your Principal Office, you must register a new profile in SAM and Dynamic Small Business Page now.

How to Proceed?

Select the 'Register New Profile in SAM' button below. It takes you back to Step 2 (Register in Dynamic Small Business Search (DSBS)) of the HUBZone Application Process. Carefully follow the instructions there and register a new profile in SAM and Dynamic Small Business Page with another DUNS number.

Register new Profile in SAM and DSBS

Previous Question Start Over



 HUBZone Online Certification

 
back help

Caution: DO NOT use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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Principal Office:

Question:

Based on the employment information you provided the address is your principal location. Is the employment information correct?

No profile representing Principal Office:



What's the problem?

It is a requirement that the Business Concern Applying for HUBZone Certification must use the Dynamic Small Business Page Information that represents the **Principal Office**. Since you stated that you do not have Dynamic Small Business Page Information that represents your Principal Office, you must register a new profile in SAM and Dynamic Small Business Page now.

How to Proceed?

Select the '**Register New Profile in SAM**' button below. It takes you back to Step 2 (Register in Dynamic Small Business Search (DSBS)) of the HUBZone Application Process. Carefully follow the instructions there and register a new profile in SAM and Dynamic Small Business Page with another DUNS number.

<http://www.sba.gov/>



HUBZone Online Certification



Caution: DO NOT use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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*** Verification of DUNS and additional information for this address:**

DUNS number for this address: 963431643

Tax ID: 264671475

CAGE 62RN9

Question:

Does the DUNS number appearing above represent your **Principal Office**?

If **yes**, select the 'Continue' button below and proceed. If **not**, return to your GLS account and make sure the correct DUNS for the principal office is reported. If you need assistance with displaying the correct DUNS in your GLS profile, please contact itsecurity@sba.gov. However, if you require assistance with DSBS, please contact [202-205-9984](tel:202-205-9984) or email pronet@sba.gov.

Continue

Previous Question

Start Over



HUBZone Online Certification



Caution: **DO NOT** use the browser **BACK** button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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Move cursor over a task to see name of the task.

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*** NAICS Code:**

Primary NAICS Code in SBA Registration Page Information:	541512'Computer Systems Design Services', effective year - '2017'
NAICS Code Size Standard based on 'Average Annual Receipts' See 121.104 :	\$27,500,000.00

Question:
Does the 'Primary NAICS Code', its description and size standard appearing above represent the Primary Industry ([See 121.107](#)) of "Hisoft Solutions L.L.C."?



HUBZone Certification - Verification Statement

down back help

Not Completed
 Completed
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Move cursor over a task to see name of the task.

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HUBZone Status determination of your
 Principal Office address. e out in **59:42**

If this situation persists, please contact the HUBZone Help Desk at HUBZone@sba.gov explaining the situation.

*** Principal Address Qualification:**

 The map cannot locate the principal office's address. If you have confirmed that this address is in a HUBZone, you may continue with the application.

You will need to include this evidence in the supporting documentation for this application.



HUBZone Online Certification



Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

OMB Approval No. 3245-0320 Expiration Date: 06/30/2019

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*** NAICS Code Problem:**

We have found a problem with your Primary NAICS Code.

How to proceed?
In order to help resolve this problem, please **thoroughly** read the detailed questions to follow and respond accordingly.

Question:
Have you updated your profile in SAM with a 2017 or 2012 NAICS that represents your Primary Industry? [See 121.107](#)

*** NAICS Code Problem:**

Primary NAICS Code in Dynamic Small Business Search Page Information: **541512** does NOT represent your Primary Industry

NAICS Code Problem!

What's the problem?
Although you indicated in the last question that you have updated your SAM profile with a 2017 or 2012 NAICS Code that represents your primary industry, but that has not been identified in your Dynamic Small Business Search Page Information as your Primary NAICS.

How to proceed?
Select the 'Identify Primary NAICS in Dynamic Small Business Search Page' button below, then carefully read and respond to instructions on the following page and identify a 2017 or 2012 NAICS Code as your Primary NAICS Code in Dynamic Small Business Search Page.





HUBZone Online Certification



Caution: DO NOT use the browser BACK button. Use the navigation buttons [Start Over and/or Previous Question] under every question you answer.

Not Completed Completed Current

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*** NAICS Code Problem:**

We have found a problem with your Primary NAICS Code.

How to proceed?
In order to help resolve this problem, please **thoroughly** read the detailed questions to follow and respond accordingly.

Question:
Have you updated your profile in SAM with a 2017 or 2012 NAICS that represents your Primary Industry? [See 121.107](#)

*** NAICS Code Problem:**

Primary NAICS Code in Dynamic Small Business Search Page Information: 541512 does NOT represent your Primary Industry

NAICS Code Problem!

What's the problem?
Since this Primary NAICS Code does not represent your Primary Industry and you have not updated you profile in SAM with a 2017 or 2012 NAICS Code that represents your Primary Industry, please follow the instructions given below carefully and do so now.

How to proceed?
Select the 'Update Profile in SAM and Dynamic Small Business Search Page' button below, then carefully read and respond to instructions on the following page and update your profile in SAM and Dynamic Small Business Search Page.





HUBZone Certification - Verification Statement



Not Completed Completed Current

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Move cursor over a task to see name of the task.

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Your session will time out in 59:50

If this situation persists, please contact the HUBZone Help Desk at HUBZone@sba.gov explaining the situation.

*** Principal Address Qualification:**



The map cannot locate the principal office's address. If you have confirmed that this address is in a HUBZone, you may continue with the application.

You will need to include this evidence in the supporting documentation for this application.

Back

Continue



Declaration Statement - Page 1



Not Completed Completed Current

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Expiration Date: 06/30/2019

Move cursor over a task to see name of the task.

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*** Please certify the following:**

I certify that, to the best of my knowledge, the following information is accurate and that my position as an officer of the applicant firm with the 'Business Concern Applying for HUBZone Certification' allows me to legally represent this small business concern for the purpose of applying for certification to the HUBZone Program:

OK, now we need to collect some information from you as the person filling out these forms.

*** Contact Information for Person Entering the Application Data:**

Initial Point-of-Contact Name:

Prefix First MI Last Suffix Jr,Sr etc.

Title or Position:

Phone No: - - Ext.:

E-mail Address:

Navigation Links: > |

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A SECTION A - LOCATION IN QUALIFIED HUBZone

Required Principle Office (download checklist and review and provide Principle Office supporting documents). The list of documents is available to view and download at [What supporting documents will I need to submit?](#) inside the Initial Application - General Questions section.

WARNING:

Except for certain tribally owned concerns, [13 C.F.R. 126.103](#) requires the business' principal office be located in a qualified HUBZone census tract, non-metropolitan county, Indian reservation, BRAC or redesignated area. Firms that are owned in whole or in part by Indian Tribal Governments or corporations wholly owned by Indian Tribal Governments must, at the time of application [13 C.F.R. 126.200](#), must either:

- (i) Maintain a principal office located in a HUBZone and ensure that at least 35% of its employees reside in a HUBZone; or
- (ii) Certify that when performing a HUBZone contract, at least 35% of its employees engaged in performing that contract will reside within any Indian reservation governed by one or more of the Indian Tribal Government owners, or reside within any HUBZone adjoining such Indian reservation. A HUBZone and Indian reservation are adjoining when the two areas are next to and in contact with each other; and
- (iii) The concern will "attempt to maintain" ([see 126.103](#)) that applicable employment percentage stated above during the performance of any HUBZone contract it receives.

We have determined the following for the geographical location of the principal office address of "Hisoft Solutions L.L.C."

- Located in a qualified census tract? **No**
- Located in a qualified non-metropolitan County based on income? **No**
- Located in a qualified non-metropolitan County based on unemployment? **No**
- Located within the external boundary of a Federally recognized Indian reservation? **No**
- Located within the Difficult Development Area? **No**
- Located within the BRAC Former Military Base? **No**
- Located in a [redesignated](#) area? **No**
- Located within the Major Disaster Area? **No**
- Located within the Catastrophic Incident Area? **No**

We have determined that "Hisoft Solutions L.L.C." does not qualify based on the geographical location of its principal office. If for any reason you disagree with the above determination, please check the box:

I disagree, and I believe that my principal office is located in a qualified HUBZone location.

If you disagree, the supporting documentation for this application will need to include evidence that the address is in a HUBZone.

Edit the mailing address of "Hisoft Solutions L.L.C." if different from its [principal office](#) address

Address, line1: 9731 Athey Rd Address, line2: City: Lorton

State: VA ZIP Code: 22079 - 2443

B SECTION B - GENERAL BUSINESS INFORMATION - Contact Person:

Contact Name: Prefix: Mr First: John MI: Last: Doe

Title: President Phone No: (999) 999 9999 Ext. 5

E-mail: johndoe@company.com Fax No: (999) 999 9999 Ext.



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Move cursor over a task to see name of the task

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SECTION B - GENERAL BUSINESS INFORMATION - Continued

Organizational Structure: For Profit Non Profit Sole Proprietorship Business Established: Date: 06/03/2019 State: VA Business Fiscal Year Ending: 09/30

Description of principal products and/or services of "Hisoft Solutions L.L.C.": Please do not enter more than 255 characters. Example account.

Primary NAICS Code details: Primary NAICS Code: 541512 Effective Year: 2017 Size: Limited to \$27,500,000.00 by 'Average Annual Receipts' Description: Computer Systems Design Services

Ownership by other entities: Is "Hisoft Solutions L.L.C." wholly owned by one or more Indian Tribal Governments... i. Maintain a principal office located in a HUBZone and ensure that at least 35% of its employees reside in a HUBZone Or: ii. Certify that when performing a HUBZone contract, at least 35% of its employees engaged in performing that contract will reside within any Indian reservation... iii. The concern will "attempt to maintain" that applicable employment percentage stated above during the performance of any HUBZone contract it receive.

Is "Hisoft Solutions L.L.C." wholly owned by a Community Development Corporation (CDC) or owned in part by one or more CDCs... Is "Hisoft Solutions L.L.C." an Alaskan Native Corporation (ANC) owned and controlled by Natives... Is "Hisoft Solutions L.L.C." Applying for HUBZone Certification as a small agricultural cooperative... Is "Hisoft Solutions L.L.C." wholly owned by one or more Native Hawaiian Organizations...

Size and HUBZone Residency Information: Size and HUBZone Residency Information: (download checklist and review and provide Size & Affiliation & 35% supporting documents. The list of documents is available to view and download at What supporting documents will I need to submit? inside the Initial Application - General Questions section.

Number of individuals employed by "Hisoft Solutions L.L.C." on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month, at time of application: 10 Sum of number of employees of your concern at each office location and the number of employees of your concern who work at off-site, contract specific location(s): 6 Number of individuals employed by "Hisoft Solutions L.L.C." on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month, who reside in a HUBZone at time of application: 6 Average number of employees on the payroll of "Hisoft Solutions L.L.C." during the last 12 calendar months: 10 Average Annual Receipts for "Hisoft Solutions L.L.C." over its last three Fiscal Years: \$ 1000000

Debarment information:

Is "Hisoft Solutions L.L.C." currently debarred, suspended, voluntarily excluded or otherwise rendered ineligible by any department or agency of the Federal Government? No

If 'yes' to the above question, provide the following information for each such instance:

ListDebarring dropdown menu Date of Action: Type of Action: Agency Taking Action: Enter Delete buttons



Your session will time out in 58 00

SECTION C - OWNERSHIP AND CONTROL - SOLE PROPRIETORSHIP

Ownership & Control (download checklist and review and provide all ownership & control supporting documents). The list of documents is available to view and download at What supporting documents will I need to submit? inside the Initial Application - General Questions section.

This section must be completed using the current company information. "Hisoft Solutions L.L.C." (the Business Concern Applying for HUBZone Certification) is responsible for ensuring that all pertinent information is maintained and available to support and verify all persons (126.201) who own and maintain a controlling interest in "Hisoft Solutions L.L.C." (126.702)

Note: With the exception of the following, all Business Concerns applying for HUBZone certification must be at least 51% owned and controlled by persons who are U.S. Citizens. All business concerns applying for HUBZone certification must be:

- 1. An ANC owned and controlled by Natives or a direct or indirect subsidiary corporation, joint venture, or partnership of an ANC... 2. A Business Concern wholly owned by one or more Indian Tribal Governments... 3. A Business Concern owned in part by one or more Indian Tribal Governments... 4. A Business Concern wholly owned by a CDC or owned in part by one or more CDCs... 5. A small agricultural cooperative organized or incorporated in the United States... 6. A Business Concern wholly owned by one or more Native Hawaiian Organizations... 7. A Business Concern owned in part by one or more Native Hawaiian Organizations...

You must still complete the following information for each "Individual" that is currently a stockholder, owner, director or officer of the business concern seeking certification into the program.

For the owner and ALL officers of "Hisoft Solutions L.L.C.", provide the information below

If there is more than one, select the "Next Individual" button at the bottom and enter the requested information.

Please start by identifying the highest ranking individual in the organization, proceeding to the next highest ranking and so on for all individuals.

Individual(s):

Name: First MI Last Title E-mail Address Select all that apply to this individual: Owner, Officer U.S. Citizenship: Yes/No

Individual's interest in other business:

Does this individual have a financial interest or hold a management position in any other business? Does "Hisoft Solutions L.L.C." share facilities, equipment, or personnel with any other business in which this individual has a financial interest or holds a management position?

If 'Yes' to either of the above two questions, provide the following information for each of such business (Warning: Do not enter company more than once!)

OtherBusiness Business name: Title or Position: % of Ownership Street: City: State: ZIP Code: Average Number of employees for the last 12 months Average Annual Revenue for this business over the last three Fiscal Years

Individual debarment information:

Is this individual currently debarred, suspended, voluntarily excluded or otherwise rendered ineligible by any department or agency of the Federal Government?

If 'yes' to the above question, provide the following information for each such instance:

Debarring Date of Action: Type of Action: Agency Taking Action:

Next Individual Delete



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D SECTION D - FINANCIAL INFORMATION

The following balance sheet information must be taken from the most recent, official financial statements of "Hisoft Solutions L.L.C."

Current Assets: \$ 55000	Fixed Assets: \$ 40000	Other Assets: \$ 10000	Total Assets: \$ 105000
Current Liabilities: \$ 10000	Long-term Liabilities: \$ 6000	Total Liabilities: \$ 16000	Net Worth: \$ 89000

If for any reason, you are unable to provide complete financial information, please explain why: characters left: 231

Please do not enter more than 255 characters.

Test account information.

E SECTION E - HUBZone EMPLOYMENT - INDIVIDUAL EMPLOYMENT DATA

Required HUBZone Employment Information (download checklist and review and provide financial supporting documents). The list of documents is available to view and download at [What supporting documents will I need to submit?](#) inside the Initial Application - General Questions section. The question below refers to each individual employee who currently works for your business. In calculating the percentage of employees who are HUBZone residents, you must include all individuals employed on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month. [13 CFR Section 126.103](#) Further, in verifying employee residence, be sure to use the actual resident addresses: post office boxes are not acceptable.

"Hisoft Solutions L.L.C." has researched the resident status of its employees and has determined that at least 35% of all individuals employed on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month, are HUBZone residents. Yes No

"Hisoft Solutions L.L.C." has calculated the percentage of HUBZone residents utilizing current employment records as of the date of this application and will ensure that these records and all other pertinent information are maintained to document that at least 35% of all individuals employed on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month, are HUBZone residents. Yes No

F SECTION F - AFFILIATION

Required HUBZone Affiliation Information (download checklist and review and provide financial supporting documents). The list of documents is available to view and download at [What supporting documents will I need to submit?](#) inside the Initial Application - General Questions section. In order to determine the affiliation (as defined pursuant to [13 CFR Section 121.103](#)) of "Hisoft Solutions L.L.C.", please answer the following two questions below:

- Note:
An affiliation with other entity(ies) can be established by virtue of one or more of the following:
- Joint Venture agreement(s)
 - Franchise or License agreement(s)
 - Stock Holding, Partnership, Membership or Ownership
 - Identity of Interest
 - Sharing of Equipment/Facilities/Employees
 - Sharing or use of Special license(s) required for operation of "Hisoft Solutions L.L.C."
 - Bonding Assistance Indemnification or guarantee to "Hisoft Solutions L.L.C."
 - Other contractual relationships

Does "Hisoft Solutions L.L.C." have one or more affiliation interest(s) listed [13 CFR Section 121.103](#) in any other business? Yes No

Does any other entity(ies) have one or more affiliation interest(s) listed [13 CFR 121.103](#) in "Hisoft Solutions L.L.C."? Yes No

If 'Yes,' to either of the above questions, give the details of each such entity on the next page.

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Step 3 Notice of Verification

The SBA will need to verify your ability to represent "Hisoft Solutions L.L.C." for HUBZone certification. To facilitate this process, the system is designed to automatically identify the highest-ranking officer named earlier in Section C of this application. You can choose to override this designation with another 'Key Person,' that is an officer, by using the drop down menu, but this action will be recorded and may prompt an inquiry. You may also choose to identify someone other than a 'Key Person,' and this would be entered in the section titled 'Other.'

Please be advised that you must submit the required documents within 10 business days. If your documents are not received, the application will be withdrawn. If the application is withdrawn, you will be able to start a new application.

Identify the person that can verify that you have the authority to submit this form on behalf of the Firm (Additional Point of Contact):

The responding officer will need to have the SBA Customer password for "Hisoft Solutions L.L.C." and his/her e-mail address available. The e-mail notice he/she receives will provide the HUBZone application number automatically.

 Key Person List

Other:

Contact Name:

First	MI	Last	Suffix Jr,Sr etc.
<input type="text" value="Test"/>	<input type="text"/>	<input type="text" value="Account"/>	<input type="text"/>

 Title

Phone Number	<input type="text" value="555"/>	-	<input type="text" value="555"/>	-	<input type="text" value="5555"/>	Ext.	<input type="text" value="6"/>
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 E-mail Address