**Section 3 Business Certification**

***-*** *To be completed by the business claiming Section 3 business status.*

All contracts and subcontracts awarded on Section 3 covered projects must be reported in aggregate on the Section 3 Summary Report. For all businesses reported as being Section 3 Businesses, documentation of their status must be retained in the project files. IFA considers this form adequate documentation of Section 3 status. Projects that receive $200,000 or more in HUD funds are “Section 3 projects”. Contractors are required to report on all contracts they make both with Section 3 Businesses and with businesses that are not Section 3 Businesses. This form is a tool to determine and document the Section 3 Business status. Documentation of the status of Section 3 Businesses should be retained in the project files.

**Business being certified:**

Company: Click here to enter company name.

Address: Click here to enter address.

**Project Information:**

Project Name: Click here to enter project name.

Project Address: Click here to enter project address.

**Section 3 Determination**

1. Is your business owned (51% or more) by individuals whose individual incomes are **NO GREATER THAN** 80% of Area Median Income (AMI)\* OR owned by individuals that are current public housing residents or current residents of Section 8-assisted housing?

Yes  No

1. Within the last three months, have 75% of all labor hours performed been performed by individuals whose individual incomes are no greater than 80% of Area Median Income (AMI)?

Yes  No

If any of the questions above are marked “yes”, the business qualifies as a Section 3 business.

I certify that the above statements are true, complete, and correct to the best of my knowledge and belief.

Signature: Click here to enter signature.

Print Name: Click here to enter name.

Date: Click here to pick a date.