



US Department of Transportation
Office of Small and Disadvantaged Business Utilization
Small Business Transportation Resource Center

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2105-0554. Public reporting for this collection of information is estimated to be approximately 5 minutes per response for the Regional Center Intake Form, including the time for reviewing instructions, completing and reviewing the collection of information. All responses to this collection of information are voluntary. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, U.S. Department of Transportation, Office of Small and Disadvantaged Business Utilization, Arthur D. Jackson, 1200 New Jersey Avenue, SE, Room W56-462, Washington, D.C. 20590.

Name of the SBTRC: Southwest Region

The Regional Center Intake Form

Client No _____

- 1. Last Name
- 2. First Name:
- 3. Title:
- 4. Company Name:
- 5. Address:
- 6. City:
- 7. State:
- 8. Zip:
- 9. Phone:
- 10. Fax:
- 11. Email Address:
- 12. Web Address:
- 13. Type of Business:
- 14. Number of Employees:
- 15. Length of Time in Continuous Operation:
- 16. DUNS #:

17. Type of Certification:

- a. DBE (identify certifying states (CA)
- b. Women-Owned Small Business
- c. SDB
- d. 8(a)
- e. Service Disabled Veteran Owned Business
- f. Veteran Owned Small Business
- g. HubZone

18. Primary Trade or Services you provide: NAICS

19. Type of Assistance Requested: **Bonding Education Program Other:**

20. Referred by:

- a. State Supportive Service Contractor
- b. SCORE
- c. TRANSIT
- d. AIRPORT
- e. STATE HIGHWAY
- f. SBDC
- g. PTAC
- h. MBDC
- j. Other: SBA

Date:

Under the Privacy Act (5.U.S.C. 552) any person can request to see or get copies of any personal information that DOT has in his or her file, when that file is retrievable by individual identifiers, such as name or social security numbers. Request for information about another party may be denied unless DOT has the written permission of the individual to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act.