REPRESENTATIVES AND FEES

Important! It is not necessary to hire and pay another person to prepare this or any other 8(a) BD Program application. The SBA District Offices and SCORE Counselors, Small Business Development Centers, Women's Business Centers, Veteran's Business Outreach Center and Procurement Technical Assistance Centers offer assistance to 8(a) applicants. However, if the applicant firm does pay another person, the fees paid must be reasonable in light of the services performed. *See* 13 CFR § 124.4. The fee charged by any agent or representative for assisting the applicant in obtaining 8(a) BD Program certification cannot be contingent upon the applicant receiving certification. The agent or representative may be excluded under 13 CFR Part 103, or suspended or debarred under 2 CFR Part 180 or 48 CFR Subpart 9.4. For good cause (as defined at 13 CFR § 103.4), the AA/BD may initiate proceedings to suspend or revoke a packager's, agent's or representative's privilege to assist applicants obtain 8(a) certification, assist Participants obtain 8(a) contracts, or any other assistance to support program participation. The AA/BD may send a show cause letter requesting the agent or representative to demonstrate why the agent or representative should not be suspended or proposed for revocation, or may immediately send a written notice suspending or proposing revocation, depending upon the evidence in the administrative record.

List the names of attorneys, accountants, appraisers, agents or other representatives who assisted in the preparation or filing of the application. Indicate the amount of fees, bonuses, commissions or expenses paid or due. SBA reserves the right to require, at a later date, a full itemization by representatives of actual services rendered. Attach additional pages if necessary.

NAME AND OCCUPATION OF REPRESENTATIVE	DESCRIPTION OF SERVICES	TOTAL FEES PAID OR DUE

CERTIFICATION: By signing this form, we certify under penalty of criminal prosecution that all information on this form and any attached additional pages, and all responses on the application, including all supporting documents, is true and complete to the best of our knowledge, and that we understand that SBA is relying on this information in making its determination of the reasonableness of the fees charged and the applicant business concern's eligibility for 8(a) BD Program certification.

Applicant:

_____ _____ _____
Signature Print Name Date
(Individual holding the highest position for the firm)

Representative(s)

1) _____ _____ _____
Signature Print Name Date

Name of Employer _____

2) _____ _____ _____
Signature Print Name Date

Name of Employer _____

3) _____ _____ _____
Signature Print Name Date

Name of Employer _____