



ORLANDO HOUSING AUTHORITY

**CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3
PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPABILITY**

Name of Business _____

**Address of
Business** _____

Type of Business:

- | | |
|--|--|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Joint Venture |
| <input type="checkbox"/> LLC | |

Attached is the following documentation as evidence of status:

For Business claiming status as a Section 3 resident-owned enterprise:

- | | |
|--|---|
| <input type="checkbox"/> Copy of resident lease | <input type="checkbox"/> Copy of receipt of public assistance |
| <input type="checkbox"/> Copy of evidence of participation
in a public assistance program | <input type="checkbox"/> Other evidence |

For business entity as applicable:

- Copy of Articles of Incorporation
- Certificate of Good Standing
- Assumed Business Name Certificate
- Partnership Agreement
- List of owners/stockholders and
- Corporation Annual Report % ownership of each
- Latest Board minutes appointing officers
- Organization chart with names and titles
- Additional documentation
and brief function statement

**For business claiming Section 3 status by subcontracting 25 percent of the dollar awarded
to qualified Section 3 businesses:**

- List of subcontracted Section 3 business(s) and subcontract amount



For business claiming Section 3 status, claiming at least 30% of their workforce are currently Section 3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:

- List of all current full-time employees
- PHA/HA Residential lease less than 3 years from day of employment.
- List of employees claiming Section 3 status
- Other evidence of Section 3

Evidence of ability to perform successfully under the terms and conditions of the proposed contract:

- Current financial statement
- Statement of ability to comply with public policy
- List of owned equipment
- List of all contracts for the past two years

(Corporate Seal)

Authorizing Name

Authorizing Signature

Attested By: _____

SECTION 3 INCOME LIMITS			
All residents of public housing developments of the Orlando Housing Authority qualify as Section 3 residents. Additionally, individuals residing in the County of Orange/ City of Orlando who meet the income limits set forth below can also qualify for Section 3 status.			
Eligibility Guideline (2013)			
Number in Household	Low Income	Very Low	Extremely Low
1 individual	\$32,800	\$20,500	\$12,300
2 individuals	\$37,450	\$23,400	\$14,050
3 individuals	\$42,150	\$26,350	\$15,800
4 individuals	\$46,800	\$29,250	\$17,500
5 individuals	\$50,550	\$31,600	\$19,000
6 individuals	\$54,300	\$33,950	\$20,400
7 individuals	\$58,050	\$36,300	\$21,800
8 individuals	\$61,800	\$38,650	\$23,200

