

The information on this form will be used to help market the goods/services that your firm provides. If your firm becomes certified with the Port Authority of NY & NJ (PA), a mini profile of your firm will be added to our directory of minority and women-owned businesses which is utilized by other certifying agencies, PA tenants and prime contractors.

Please **TYPE** or **PRINT**

1. **Your firm name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_
2. **Your e-mail address:** \_\_\_\_\_
3. **As a marketing tool, in approximately 30 words or less, and in complete sentences, describe the services that your firm provides:**

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**4. Contract References: Please list four (4) largest contracts or purchase orders completed in the last three (3) years:**

Year	Project Name/Number	P/S	Project Owner/Agency	Type of Work	Amount	Contact Person	Phone Number

P = Prime Contractor

S = Subcontractor

(Complete each column)

5. a) **Preferred Contract Size Range:** Minimum = \$ \_\_\_\_\_  
Maximum = \$ \_\_\_\_\_
- b) **Annual Contract Capacity:** = \$ \_\_\_\_\_

6. **Union affiliation. Check one:**  
 Union Shop – Enter local(s): \_\_\_\_\_  
 Non-Union

7. **Number of Full-time Personnel:**  
 \_\_\_\_\_ Permanent Office Staff      \_\_\_\_\_ Permanent Field Staff

8. **Current Bonding Limits, if applicable**  
 a) Surety Company Name: \_\_\_\_\_  
 b) Single Bonding Limit: \$ \_\_\_\_\_  
 c) Aggregate Bonding Limit: \$ \_\_\_\_\_

9. a) **What percentage of last year's gross sales was earned performing prime work versus subcontracting work?**  
 \_\_\_\_\_ % Prime Contracts      \_\_\_\_\_ % Sub Contracts

- b) **List approximate Gross Sales for last year in each major service/category provided  
 (Minimum – 1, Maximum – 3):**

Service/Category 1: \_\_\_\_\_ \$ \_\_\_\_\_  
 Service/Category 2: \_\_\_\_\_ \$ \_\_\_\_\_  
 Service/Category 3: \_\_\_\_\_ \$ \_\_\_\_\_