



**CITY OF SHREVEPORT**  
**OFFICE OF THE MAYOR | OFFICE OF FAIR SHARE**  
**505 Travis Street Suite 260 Shreveport, LA 71101 (318) 673-5009**  
**GO \* GROW \* COMPETE**

**FAIR SHARE APPLICATION**

*The Office of Fair Share will take the steps necessary to ensure that small, disadvantaged, woman and minority owned businesses have equal opportunity to compete for and perform services regardless of race, color or creed.*

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTY OF PERJURY, THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND INCLUDE ALL MATERIAL INFORMATION TO IDENTIFY AND EXPLAIN THE OPERATIONS OF THE BUSINESS AS WELL AS THE OWNERSHIP AND CONTROL THEREOF, AND THAT I AM AUTHORIZED ON BEHALF OF THE BUSINESS TO EXECUTE THIS AFFIDAVIT. I, HEREBY DECLARE, SWEAR, AND AFFIRM THAT I am the \_\_\_\_\_ . And duly authorized representative of \_\_\_\_\_ therein called the "business"/"firm" whose address is: \_\_\_\_\_ .**

1. That I have read and understand the requirements of the Fair Share Program.
2. That the business/firm will provide any additional information requested by the City of Shreveport to document program qualifications.
3. That the business/firm will provide information about significant changes affecting its ownership and control or any other information contained in this affidavit.
4. That I recognize and acknowledge that any material misrepresentation in the Affidavit will be grounds for termination of any contract which may be awarded in reliance hereon, and for initiating action under Federal, State and local laws concerning false statements.
5. Applicant must provide all requested documentation to include the last three (3) years of tax returns of the business/firm and/or owner(s).

The undersigned swears that the foregoing statements, including statements and data provided in attachments hereto, are true and correct. Further, the undersigned agrees to provide through the prime contractor, or if no prime contractor is involved, directly to the City of Shreveport, complete and accurate information regarding actual work performed on contracts awarded by the City. The business/firm agrees to permit the audit and examination of its books, records, and files by any authorized official of the City of Shreveport.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



9. Background Information

a. List information for the last three projects completed:

Customer | Address | Phone

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. List information for three major suppliers:

Supplier | Address | Phone

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Copies of the following documents **must** be attached:

- \_\_\_\_1. Resume(s) of owner(s)/manager(s), Copy of Driver’s License
- \_\_\_\_2. License(s) to do business in Louisiana (City-MSA (Caddo, Bossier, Desoto Parish), State certificate, occupational license, permits)
- \_\_\_\_3. Copy of the Last Three Years of Tax Returns
- \_\_\_\_4. Articles of incorporation, other business agreements, stock certificates/transfer ledger
- \_\_\_\_5. Current Balance Sheet and Income Statement
- \_\_\_\_6. Verification of Bank Signatories

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTY OF PERJURY, THAT I HAVE NOT ENTERED INTO ANY ORAL OR WRITTEN AGREEMENT WITH ANY PERSON(S) CONCERNING THE OPERATIONS OF THIS COMPANY OTHER THAN AS PREVIOUSLY DISCLOSED HEREIN.**

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**TYPE/PRINT NAME** \_\_\_\_\_ **TITLE** \_\_\_\_\_

**SWORN TO AND SUBSCRIBED before me, Notary, this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.**

\_\_\_\_\_  
**Notary Print/Signature/Number/Seal**