

MISSOURI SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE (SDVE) APPLICATION FORM

DEFINITIONS:

Service-Disabled Veteran (SDV) is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.

Service-Disabled Veteran Business Enterprise (SDVE) is defined as a business concern:

- a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and
- b. The management and daily business operations of which are controlled by one or more service-disabled veterans.

STANDARDS:

The following standards shall be used by the Office of Administration in determining whether an individual, business, or organization qualifies as a SDVE:

- a. Doing business as a Missouri firm, corporation, or individual or maintaining a Missouri office or place of business, not including an office of a registered agent.
 - After receipt of documentation, this will be verified using online street maps showing photos of the address provided.
- b. Having not less than fifty-one percent (51%) of the business owned by one (1) or more service-disabled veterans (SDVs) or, in the case of any publicly-owned business, not less than fifty-one percent (51%) of the stock of which is owned by one (1) or more SDVs.
 - After receipt of documentation, this will be verified on the Missouri Secretary of State's Business Search website by checking business entity status and related filings. If not verifiable online, additional documentation may be requested, such as an Operating Agreement or Articles of Incorporation.
- c. Having the management and daily business operations controlled by one (1) or more SDVs and possessing the power to make day-to-day as well as major decisions on matters of management, policy, and operation.
 - After receipt of documentation, this will be verified on the Missouri Secretary of State's Business Search website by checking business entity status and related filings. If not verifiable online, additional documentation may be requested, such as an Operating Agreement or Articles of Incorporation.
- d. Having a copy of the SDV's Certificate of Release or Discharge from Active Duty (DD Form 214), and a copy of the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service-connected disability rating, or a Department of Defense determination of service-connected disability.

If an individual/business/organization meets the standards of a qualified SDVE as stated above, they **must** provide the following to be considered as a qualifying SDVE by the Office of Administration. **All documentation must be emailed to OEO@oa.mo.gov or faxed to 573-522-8078.**

- a. A copy of the SDV's Certificate of Release or Discharge from Active Duty (DD Form 214). This document shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.
- b. A copy of the SDV's disability rating letter issued by the Department of Veterans Affairs establishing a service-connected disability rating or a Department of Defense determination of service-connected disability. This document shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.
- c. A completed copy of this application form.

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DESCRIPTION OF PRODUCTS/SERVICES:

Please describe the general area of products/services which the SDVE provides; however, this shall not limit the vendor's ability to market additional products and services to the State. (Note: The description listed here will be used on the website.)

By signing below, I certify that I meet the definitions of a Service-Disabled Veteran (SDV) and a Service-Disabled Veteran Business Enterprise (SDVE), as defined in section 34.074, RSMo. I further certify that I meet the standards of a qualifying SDVE, as listed above pursuant to 1 CSR 40-1.050.

<hr/> Service-Disabled Veteran Full Name (Printed)	<hr/> Service-Disabled Veteran Business Enterprise Name
<hr/> Service-Disabled Veteran's Signature	<hr/> Missouri Address of Service-Disabled Veteran Business Enterprise
<hr/> Phone Number	<hr/> Website Address
<hr/> Date	<hr/> E-Mail Address

(NOTE: A qualified SDVE will be added to the SDVE listing maintained on the Office of Administration's website [<https://oeo.mo.gov/wp-content/uploads/2023/07/list-certified-missouri-service-disabled-veteran-business-enterprises-sdves.pdf>] for up to three (3) years from the date listed above. However, if it has been determined that the SDVE at any time no longer meets the requirements stated above, the Office of Administration will remove the SDVE from the listing.)

Please email this form, along with the supporting documentation, to OEO@oa.mo.gov or fax it to 573-522-8078.