

# COMPLIANCE REPORT

**PRIME CONTRACTOR / CONSULTANT / VENDOR INFORMATION**

Requisition Date: \_\_\_\_\_ Requisition Amount: \_\_\_\_\_

Firm Name:	Federal ID No:	Project No:	Proj Name:
Address:	Contact:	Contract No:	WA/JO No (if applicable):
	Phone:	Institution:	
	Email:	Work Description:	

**MBE/WBE/SDVOB - PAYMENTS**
*Instructions: In the appropriate section, please list each NYS Certified MBE/WBE/SDVOB subcontractor or supplier being utilized. All subcontractors and suppliers utilized must be listed regardless of the award amount or the payment being made.*

 Compliance Report Instructions click [HERE](#)
**MBE PAYMENT INFORMATION**
 Check if no MBE subcontractors or suppliers are being utilized in this section

MBE Company Information	Federal ID Number	Classification	Amount to be Paid from this Requisition	Total Amount Paid from Prior Requisitions	Subcontract/PO's Award Amount
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			

**MBE SUBTOTAL:**
**WBE PAYMENT INFORMATION**
 Check if no WBE subcontractors or suppliers are being utilized in this section

WBE Company Information	Federal ID Number	Classification	Amount to be Paid from this Requisition	Total Amount Paid from Prior Requisitions	Subcontract/PO's Award Amount
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			

**WBE SUBTOTAL:**
**SDVOB PAYMENT INFORMATION**
 Check if no SDVOB subcontractors or suppliers are being utilized in this section

# COMPLIANCE REPORT

SDVOB Company Information	Federal ID Number	Classification	Amount to be Paid from this Requisition	Total Amount Paid from Prior Requisitions	Subcontract/PO's Award Amount
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			

**SDVOB SUBTOTAL:**

## NON-MBE/WBE/SDVOB - PAYMENTS

*Instructions: List each NON-MBE/WBE/SDVOB subcontractor or supplier being utilized with a total award amount of subcontracts and purchase orders greater than \$10,000. All subcontractors and suppliers identified must be listed regardless of the payment being made.*

## **NON-MBE/WBE/SDVOB PAYMENT INFORMATION**

Check if no firms or suppliers are being utilized in this section

NON-MBE/WBE/SDVOB Company Information	Federal ID Number	Classification	Amount to be Paid from this Requisition	Total Amount Paid from Prior Requisitions	Subcontract/PO's Award Amount
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			
Firm Name: Address: Work Description:		<input type="checkbox"/> Subcontractor <input type="checkbox"/> Subconsultant <input type="checkbox"/> Supplier			

**NON-MBE/WBE/SDVOB SUBTOTAL:**

**REPORT TOTAL:**

