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02/12/2019

Linda Gruman  
President  
Act Electrical & Data Supplies Inc.  
43-73 9th Street  
Long Island City, New York  
11101

EIN/SSN (last 4 digits): xx-xxx5917  
NYC Vendor Number: 0002204113

**RE: Women-Owned Business Enterprise (WBE) Certification**

Dear Linda Gruman:

The Department of Small Business Services ("SBS") has determined that Act Electrical & Data Supplies Inc. meets the eligibility requirements for a Minority and Woman-owned Business Enterprise ("M/WBE") Program. Act Electrical & Data Supplies Inc. is hereby certified as Women-Owned Business Enterprise (WBE). This certification remains in effect until 2/29/2024, but may be reviewed prior to the expiration date.

A certified business must notify SBS within 45 days of any material change in the information provided in the application. A material change may include but is not limited to any of the following:

- Company name
- Business type
- Legal business structure
- Tax ID (EIN)
- Ownership interest
- Board of directors or officers
- Operational control
- Business address
- Principal products or services
- Business finances (banking, loans, lines of credit, capital contributions)
- Other affiliations

Your certified business will now receive targeted solicitations and invitations to attend networking events with government and corporate buyers. Your firm will also be listed in the New York City Online Directory of Certified Businesses ([www.nyc.gov/buycertified](http://www.nyc.gov/buycertified)) so we can connect you to government buyers and prime contractors who may be looking for certified companies such as yours.

Do you need help selling your goods or services to the City, State or Federal government? Our Procurement Technical Assistance Center provides guidance and direction on government vendor enrollments, identifying additional diversity certifications, finding opportunities that fit your business, helping you understand contract requirements, and providing valuable feedback on bids and proposals. To learn more about PTAC, please email [bizhelp@sbs.nyc.gov](mailto:bizhelp@sbs.nyc.gov) or call at 212-513-6444.

We are dedicated to providing quality service to businesses seeking certification with the City of New York. If you have questions regarding your business's certification, please send an email to [MWBE@sbs.nyc.gov](mailto:MWBE@sbs.nyc.gov).

Sincerely,  
Certification Unit  
NYC Small Business Services