

# Genesis Preferred Solutions

M/WBE Certification Experts, Consultants & Mentors



## CLIENT AGREEMENT AND CONFIDENTIALITY

Thank you for considering **Genesis Preferred Solutions**. As business consultants for more than 20 years, we pride ourselves on the success of our clients. Creating a clear and distinctive path necessary to move your business towards a successful solution.

At **Genesis Preferred Solutions**, we are not “used car salesmen”. We will not badger you with multiple phone calls and ongoing emails to get you to use our services. We operate with integrity, honesty, and trust; therefore, this Agreement has been written based on the information you shared. Our prices are also published online through our website; therefore, there are no hidden fees and our prices are the same for everyone.

***WE ARE WAITING ON YOU! THE NEXT STEP IS YOURS! LET'S STEP AND WALK TOGETHER!***

### OUR AGREEMENT TO YOU

Because we have been privy to your vision, dreams, aspirations, and personal information, WE agree to never share your information with anyone outside of the agencies whereby we are filing your documents and/or with your approval. We also agree to keep your ideas and information safe and secure.

We also agree to submit your information and/or documents to the defined agencies for your structure, certification, and/or program to file, grow, or enhance your business as so agreed. These agencies make the final decision (s) as to whether the business name you selected is available and/or whether your company can and will become CERTIFIED.

After you have signed this document, the Power of Attorney, and have remitted payment, the “clock starts”. We want to prepare your documents and submit them to the appropriate authorities.

### YOU AGREE

You must be open and honest with us as well. The information you shared and provided to us whether verbal or in writing is how we make our decision and recommendations. The data you submit to us will be provided to those agencies in accordance with the service or services you have requested.

You also agree to provide all necessary information as requested and required within 150 days of our Agreement. Failure to do so we will result in your forfeit of services. Should we not receive your required documents or information within that time limit, you will have to pay for those services again. There is no refund for any services.

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## For Certification Processing, here are the Steps:

### STEP 1

- Submit all of the documents relevant to your business from the Checklist provided. This information helps us to prepare the necessary applications for your Certifications
- Complete the Client Agreement and Power of Attorney forms. These forms provides information on how we keep your personal information private and allows us to speak on your behalf to the Certifying agencies should they request or require additional or repetitive information.

### STEP 2

- Once we receive ALL of the information, we will prepare your documents and contact you when they are complete
- You will need to make arrangements to come into our office to sign your documents; and/or, we may submit them to you to have them signed in front of a notary. Whichever is more convenient.

### STEP 3

- We will discuss with you the process for your Certifications and what to expect next.
- Your HUB Certification usually takes about 30-90 days to process. You'll receive either a call, email or letter from the State's agency. Should this occur, please **\*notify us immediately\***. Their responses are time sensitive. We will respond on your behalf. Should you respond without allowing us to do so, you void our Client Agreement.
- Your M/WBE/DBE Certification usually take about 30-120 days to process with the agency. You'll receive either a call, email or letter from the State's agency. Should this occur, please **\*notify us immediately\***. Their responses are time sensitive. We will respond on your behalf. Should you respond without allowing us to do so, you void our Client Agreement.

For more information about Genesis Preferred Solutions or the services we provide, visit our website at [www.GenesisPreferred.com](http://www.GenesisPreferred.com)

By signing this document, you agree to the information contained in this or these documents

\_\_\_\_\_  
Date

Click or tap here to enter text.  
\_\_\_\_\_  
Your Name (Print)

\_\_\_\_\_  
Signature

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## GENERAL POWER OF ATTORNEY

STATE OF TEXAS

COUNTY OF TARRANT

KNOW ALL MEN BY THESE PRESENTS:

That I, \_\_\_\_\_ of \_\_\_\_\_ (name of Business or Corporation) Cassandra Bradford of Genesis Preferred Solutions and/or its agents, representatives or consultants to be my duly and lawfully appointed attorney in fact granting unto said attorney in fact the full power and authority to review and prepare documents and speak on my/our behalf in regards to certifications: Minority Business Enterprise, Woman Business Enterprise, Historically Underutilized Business, Veteran/Service Disable Veteran Business Enterprise in regards to acts pertaining to the discussions, communications and submission of paperwork on my/our behalf done in furtherance of my interests, whether said acts involve, granting unto my attorney in fact a universal power of attorney permitting said attorney in fact to act as fully and for all intents and purposes as I might do if I were personally present. Said attorney in fact is empowered to use their sole discretion in handling matters relating to my interests.

The universal power of attorney will supersede my disability to the fullest extent possible for the laws of the State of Texas.

Witness my hand this date and with my signature:

Date: [Click or tap here to enter text.](#)

Signature \_\_\_\_\_