



**ANNUAL SUPPLIER/CONTRACTOR BUSINESS CLASSIFICATION FORM**

PLEASE COMPLETE THE FORM AND RETURN IT TO: [BUSINESSCLASSIFICATIONFORM@ASTELLAS.COM](mailto:BUSINESSCLASSIFICATIONFORM@ASTELLAS.COM)

**Supplier Information**

* <b>Business Name:</b>			
* <b>Address:</b>			
* <b>City:</b>	* <b>Country:</b>	* <b>Region:</b>	* <b>Postal Code:</b>
* <b>Tax ID #:</b>			

**Contact Information**

* <b>Contact Name:</b>	
* <b>Contact Email:</b>	
<b>Phone #:</b>	<b>Fax #:</b>

*\* Denotes required field*

**BUSINESS SIZE CLASSIFICATION**

Contact your nearest SBA office with any classification questions <http://www.sba.gov/size/indexsize.html> For NAICS code, refer to [www.census.gov/naics](http://www.census.gov/naics) Small Business definitions are provided on page 2 for your convenience.

- Large Business
  - Non-Profit
  - Small Business (or Individual)
- (NOTE: If you selected Large or Non-Profit, skip to the signature section and submit.)

Primary NACIS code: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

**Subcategories of Small Business (or Individual) – Please check all that apply:**

- Small Disadvantaged Business (**SDB**) (Certified Small Disadvantaged Business (Please attach SBA Certification Letter).
- Woman-Owned Small Business Concern (**WOSB**)
- Veteran-Owned Small Business Concern (**VOSB**)
- Service-Disabled Veteran-Owned Small Business Concern (**SDVOSB**)
- HUBZone Small Business Concern (Please attach SBA Certification Letter). (**HUB**)

**Other Certifications**

- Women-Owned Business Enterprise (**WBE**)
- Minority Owned Business Enterprise (**MBE**)
  - African American
  - Native American
  - American Asian
  - Hispanic American
  - Asian Pacific
  - Indian American

\_\_\_\_\_  
Signature of Company Officer

\_\_\_\_\_  
Name of Company Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

The above certifies that the above named company maintains a business classification as indicated below. Further, it is understood and agreed that misrepresentation of the supplier's business classification is subject to penalties as prescribed in FAR Clause 52.219.1, "Small Business Program Representations". Additional information regarding business classification definitions is located on page 2 of this form. If your company is owned by, a division or subsidiary of, another company, the business size of the ultimate parent company is to be applied to your company.



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### SMALL BUSINESS DEFINITIONS

#### Small Business (SB)

A small business is a concern that, including affiliates, is independently owned and operated, is not dominant in its field of operation, and meets the appropriate size standards established by the SBA. Size thresholds for different industries, measured either according to the number of employees of a concern or its annual receipts are set forth in various North American Industrial Classification System codes. A breakdown of the NAICS codes and applicable thresholds may be found on the Internet at [www.census.gov/naics](http://www.census.gov/naics) and <http://www.sba.gov/size/indexsize.html>

#### Women-Owned Business Enterprise (WBE)

A business that is at least 51% owned by a woman or women who exercise the power to make policy decisions and who are actively involved in the day to day management of the business.

#### Minority Owned Business Enterprise (MBE)

A business that is at least 51% owned by one or more minority US citizens. In the case of a publicly owned business, at least 51% of the stock must be owned by one or more such individuals, and its management and daily operations must be controlled by one or more such individuals.

African American  
Hispanic American

Native American  
Asian Pacific

American Asian  
Indian American

#### Small Disadvantaged Business (SDB)

A small business owned and controlled by one or more socially and economically disadvantaged individuals. In terms of ownership, to qualify as an SDB a concern must be at least 51% unconditionally owned by one or more socially and economically disadvantaged individuals (in the case of a publicly owned business, at least 51% of its stock must be unconditionally owned by one or more such individuals). In addition, the concern's management and daily business operations must be controlled by one or more socially and economically disadvantaged individuals. Socially and economically disadvantaged individuals include Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, other minorities, and individuals that are not members of designated groups but can establish their individual disadvantage according to the test set forth in SBA regulations. Firms that have received 8(a) certification automatically qualify as SDBs.

#### Woman-Owned Small Business (WOSB)

A small business that is at least 51% owned by one or more women, (or, in the case of any publicly owned business, at least 51% of the stock of which is owned by one or more women) and whose management and daily business operations are controlled by one or more women.

#### Veteran-Owned Small Business (VOSB)

Business is 51% owned and controlled by a Veteran or group of Veterans.

#### Service Disabled Veteran-Owned Small Business (SDVOSB)

Business is 51% owned and controlled by a Service Connected Disabled Veteran with a Disability Rating 0% to 100%.

#### HUB Zone Small Business

A business that is considered a small business (according to the test described above), is exclusively owned and controlled by United States citizens, has its principal office located in a HUBZone, and can show that 35% of its employees reside in a specified HUBZone. ([www.sba.gov/hubzone](http://www.sba.gov/hubzone))