



Northwestern University
Form 300
MBE/WBE/DBE/LBE Utilization Report

NOTICE: THIS REPORT IS NOT TO BE COMPLETED AT THE TIME OF BID OR PROPOSAL SUBMISSION. IF AWARDED A CONTRACT WITH AN APPROVED MBE/WBE/DBE/LKBE, THE PRIME CONTRACTOR/CONSULTANT WILL BE REQUIRED TO SUBMIT THIS REPORT IN ACCORDANCE WITH THE REPORTING REQUIREMENTS STATED IN ATTACHMENT ___ TO THE CONTRACT.

Contract/P.O./Project Reference Name: _____

Contract/P.O./Project Number: _____

Date of Award: _____

Utilization Report Number: _____

In connection with above-captioned contract: _____

I HEREBY DECLARE AND AFFIRM that I am the _____
 (Title)

a duly authorized representative of: _____
 (Name of Company)

(Address of Company)

(Phone)

and that the following Minority, women, disadvantaged and local business enterprises have been contracted with and have furnished, or are furnishing and preparing materials for, and rendering services stated in the contract agreement.

The following Schedule accurately reflects the value of each MBE/WBE/DBE/LBE sub-agreement and the amounts of money paid to each to date.

I solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the contractor, to make this affidavit.

Firm Name	Firm Status (M/W/D/LBE)	Amount of Contract	Amount Previously Paid	Amount Paid this Application	% of Contract Awarded	% Work Completed to Date
		\$	\$	\$	%	%
		\$	\$	\$	%	%
		\$	\$	\$	%	%
		\$	\$	\$	%	%
		\$	\$	\$	%	%
		\$	\$	\$	%	%
		\$	\$	\$	%	%

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT I AM AUTHORIZED, ON BEHALF OF THE CONTRACTOR/CONSULTANT, TO MAKE THIS AFFIDAVIT.

Name of Contractor: _____

Signature: _____

Name of Affiant: _____

Date: _____

State of _____

County of _____

This instrument was acknowledged before me on _____ (date)

by _____ (name/s of person/s)

as _____ (type of authority, e.g., officer, trustee, etc.)

of _____ (Name of party on behalf of whom instrument was executed)

Signature of Notary Public