



## Application Process

1. All applicants can obtain a copy of the W/MBE application online at [www.scbcc.com](http://www.scbcc.com) or they can request a copy to be mailed by calling (877) 722-2293. To expedite time it is advised to download the application from the website.
2. All applicants that choose to mail in their application must include a money order, please mail to :

Southern Connecticut Black Chamber of Commerce  
1019 Main Street, Suite 103  
Bridgeport, CT 06604

3. All documents must be arranged in the same order as the checklist provided.
4. Companies must be in business for 1 year and filed a tax return.
5. If a document is not applicable please mark n/a.
6. Application and documentations must be neat, legible and written in **Blue Ink**.
7. If application is mailed, SCBCC will confirm receipt.
8. Completed application will be reviewed and presented to the Board for approval.
9. Once Board approval has been given a W/MBE certificate will be issued, unless notified, certificates will be mailed.
10. If you need assistance please contact the SCBCC at (877)-722-2293 or [scbcc.business1@gmail.com](mailto:scbcc.business1@gmail.com)

***“Bridging the Gap”***