



U.S. SMALL BUSINESS ADMINISTRATION  
HUBZONE PROGRAM  
WASHINGTON, D.C. 20416

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**Voluntary Decertification Agreement**

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*The purpose of this form is to provide certified HUBZone Small Business Concerns with the means to voluntarily decertify from the HUBZone Program should they wish to do so. **COMPLETED FORMS MUST BE SIGNED AND DATED, AND EITHER FAXED TO 202-481-6443 OR SCANNED AND EMAILED TO [hubzone@sba.gov](mailto:hubzone@sba.gov).***

\_\_\_\_\_  
*Business Concern Name*

\_\_\_\_\_  
*SBA Customer ID*

\_\_\_\_\_  
*Certification #*

The undersigned, on behalf of the business concern, has requested decertification from the HUBZone Program and removal of the business concern's name from the List of Qualified HUBZone Small Business Concerns (SBCs). In addition, the undersigned, on behalf of the business concern, has agreed to the following conditions of voluntary decertification:

- (1) The above named business concern is decertified as a HUBZone SBC, effective on the date of this agreement. As a result of the decertification, its name will be removed from the List of Qualified HUBZone SBCs;
- (2) The business concern will no longer be represented as a Qualified HUBZone SBC in the Online Representations and Certifications Application;
- (3) All procedural steps concerning decertification have been waived (e.g., proposed decertification by Director/HUBZone or designee) and all rights to seek judicial review or otherwise to challenge the decertification, since it was voluntary, have been waived;
- (4) This business concern will not submit an offer on or receive award of any HUBZone contract or subcontract starting from the date of this agreement;
- (5) The business concern is obligated by contract to complete all previously awarded HUBZone contracts, including modifications within the scope and price options which may be exercised;
- (6) The U.S. Small Business Administration has the authority under 13 C.F.R. § 126.504 to decertify the business concern;
- (7) The business concern may seek certification as a HUBZone SBC no sooner than one year from the date of this agreement, 13 C.F.R. 126.309; and
- (8) I am an **officer** of the business concern authorized to represent it and sign this agreement on its behalf.

**Check all that apply as the reason for voluntary decertification (check at least one):**

- Lack of Federal HUBZone contract opportunities
- Concern is no longer in business
- Concern is no longer a small business concern 13 C.F.R. § 121
- Concern is no longer owned and/or controlled at least 51% by U.S. Citizens (or no longer meets the other ownership and control requirements, as applicable to the business concern) 13 C.F.R. § 126.200
- Concern's principal office is no longer located in a qualified HUBZone 13 C.F.R. Sec. 126.103
- Concern does not meet the 35% HUBZone residency requirement 13 C.F.R. Sec. 126.200
- Other – Please specify in space below:

This agreement entered into this the \_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name and Title*

\_\_\_\_\_  
*Contact phone #*

\_\_\_\_\_  
*Signature - Director, HUBZone Program or designee*