



CONTRACTOR APPLICATION

Please furnish RRC with the information requested below. This information will be kept in our files and will remain strictly CONFIDENTIAL. Our office will use such information to verify the qualifications of contractors as may be required to participate in providing their services for rehabilitation projects administered by RRC.

Company Name _____

Mailing Address _____

Contact Person _____ Phone _____

Email Address _____ Fax _____

Federal Employer ID number: _____

How long has this company been in business? _____

What are your strongest trades? _____ Does the company act as a general contractor? Y N

Names, addresses, phone numbers with contact person(s) of your last three jobs:

1. _____ Phone _____
2. _____ Phone _____
3. _____ Phone _____

List two major suppliers from whom you purchase most of your supplies:

1. _____ Limit _____
2. _____ Limit _____

Does your company provide emergency repair services where you will be asked to respond and perform the work in a relatively short period of time? Y N (circle one)

- ✓ Please include a copy of your Lead Safety certification(s) along with this application. This does not apply to Water/Well/Septic.
- ✓ Please attach a copy of your Property Damage/Liability/Workers Comp. Insurance policy along with this application. If your company is approved you will be asked to add RRC as an additional insured member.

I, _____, authorize Rural Revitalization Corporation (RRC) to contact all or any of the above listed parties as references, and for the release of any information pertaining to this application. All information as provided is true and accurate to the best of my knowledge.

(Contractors Signature)

(Date)

Conflict of Interest Policy

The purpose of the conflict of interest policy is to protect the interest of Rural Revitalization Corporation (RRC) when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a contractor. This policy is intended to supplement but not replace any applicable Federal, State or local laws governing conflicts of interest applicable to nonprofit and charitable corporations.

Interested Person. Any contractor who has a direct or indirect financial interest, as defined below, is an Interested Person.

Financial Interest. A contractor has a Financial Interest if contractor has, directly or indirectly, through business, investment or family – (a) an ownership or interest in any entity or individual with which Rural Revitalization Corporation has a transaction or arrangement, (b) a compensation arrangement with Rural Revitalization Corporation or with any entity or individual with which Rural Revitalization Corporation has a transaction or arrangement, or (c) a potential ownership or investment interest in, or compensation arrangement with any entity or individual with which Rural Revitalization Corporation is negotiating or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are substantial in nature.

A Financial Interest is not necessarily a conflict of interest. A person who has a Financial Interest may have a conflict of interest only if the appropriate Contractor or Rural Revitalization Corporation decides that a conflict of interest exists.

Duty to Disclose. In connection with any actual or possible conflict of interest, an Interested Person must disclose the existence and nature of his/her Financial Interest and must be given the opportunity to disclose all material facts to Rural Revitalization Corporation considering the proposed transaction or undertaking.

CERTIFICATION OF COMPLIANCE WITH CONFLICT OF INTEREST

I, _____(print name), hereby certify that I have read the Rural Revitalization Corporation Conflict of Interest Policy; that I am not in violation of these rules and regulations with respect to the activities of Rural Revitalization Corporation, except for the possible exceptions noted below; and that I will not knowingly engage in conduct prohibited by these or any other rules and regulations governing Rural Revitalization Corporation. I understand that my certification of compliance with the Conflict of Interest regulations is a material consideration in Rural Revitalization Corporation’s review process. I further understand that my failure to remain in compliance with the Conflict of Interest regulations may disqualify me from bidding or receiving funding.

DISCLOSURE OF POSSIBLE CONFLICTS OF INTEREST

INSTRUCTIONS: Briefly state any facts or circumstances concerning your activities or relationship with Rural Revitalization Corporation which may be in violation of the Conflict of Interest rules and regulations. If disclosed, Rural Revitalization Corporation deems most conflicts to be curable, and will advise Contractor of appropriate remedial measures to avoid disqualification. If no conflicts exist, please write “None” in the space below.

Contractor’s Signature

Date