 Minority Business Development Agency Program Services  
MBDA Internal/External Client Engagement Form  

The U.S. Department of Commerce Minority Business Development Agency’s (MBDA) mission is to foster the growth and global competitiveness of U.S. businesses that are minority-owned. MBDA accomplishes its mission by facilitating transactions through referrals; business consulting; contract bid/proposal preparation; loan packaging; and/or matching to contract opportunities and capital sources (i.e., loans, equity, bonding, etc.). In addition, MBDA assists clients to achieve their growth objectives by connecting them with prospective strategic partners through business-to-business matching, teaming arrangements, joint ventures, or other strategic advisory services.

Acknowledgement of Client Relationship  
__________________________________________________ (“client”) has engaged with MBDA for business consulting or other services. The services provided by MBDA and/or MBDA Business Centers to the client are subsidized through Federal appropriations. MBDA agrees to provide one or more of the following services: ___business consulting; ___business match-making; ___contract opportunity sourcing; ___capital sourcing; ___ and/or other services  
__________________________________________________.

Acceptance of Client Relationship  
The client agrees to: (a) acknowledge the relationship with MBDA (as demonstrated in this agreement), (b) provide firm contact and profile information, (c) disclose outcomes(s) based on the services provided to the client by MBDA and/or MBDA Business Centers, (d) provide documentary verification to MBDA and/or MBDA Business Centers for transactions resulting from services provided pursuant to this engagement.

Under this agreement, the client certifies that it is a minority-owned business enterprise (MBE). An MBE is defined as a business that is owned or controlled (greater than 50 percent) by the following persons or groups of persons that are also U.S. citizens or resident aliens admitted for lawful admission to the United States: African Americans, Hispanics, Asian and Pacific Islander Americans, Native Americans (including Alaska Natives, Alaska Native Corporations and Tribal entities), Asian Indians and Hasidic Jews. See 15 CFR § 1400.1. Information provided by the client to MBDA and MBDA Business Centers will remain confidential. MBDA and MBDA Business Centers will take reasonable action to restrict access to such information by non-government entities. All information will remain confidential to the fullest extent of the law. In providing services to clients, MBDA does not guarantee any particular outcome or business decision on behalf of third parties and is not liable for any outcomes or business decisions made by third parties.

Print Name: ____________________________________________
Authorized Client Representative

Signature: ________________________________________________ Date

Print Name: ____________________________________________
MBDA and/or MBDA Business Center Representative

Signature: ________________________________________________ Date
COMPANY CONTACT INFORMATION:

Company
Contact, Title
Address
City, State, Zip
Telephone
Email

FOR INTERNAL USE ONLY:
Processing MBDA Business Center Location: ___________________________________________
MBDA and/or MBDA Business Center Staff Member: _______________________________________
Print Name: _______________________________________________________________________
Signature: _______________________________________________________________________
Date: __________

Approved by OGC: 04/08/2011