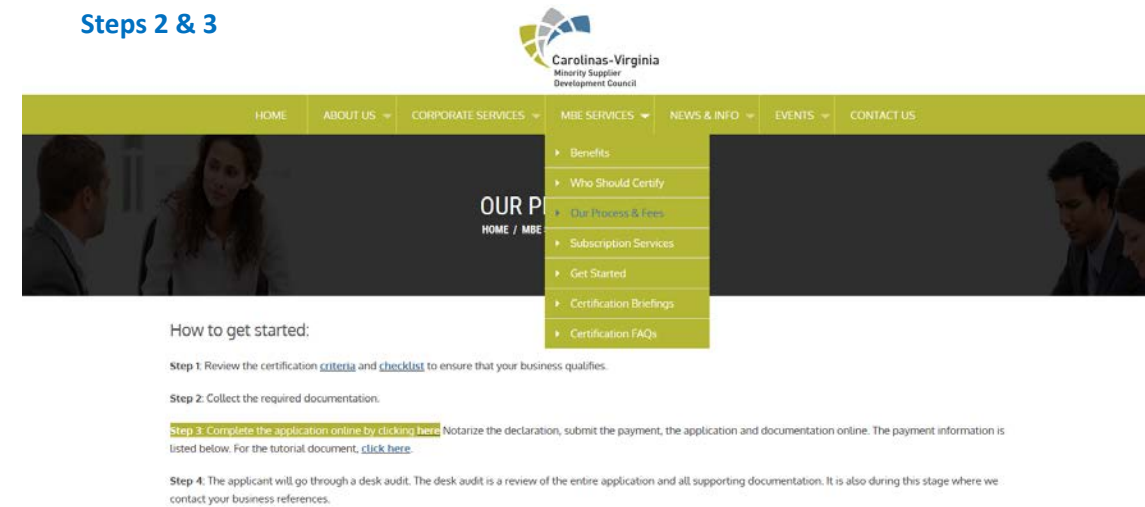


# CVMSDC New Certification Application Instructions

1. Please go to our website [www.cvmsdc.org](http://www.cvmsdc.org).
2. Under MBE Services, click on our process & Fees
3. **Step 3:** Complete the application online by clicking [here](#)
4. Upper right corner Click Request Log In
5. Complete & submit the online registration form
6. A confirmation email will be sent to the email address you registered
7. Follow the instructions in your email to confirm your registration and begin your new application
8. **If do not receive your confirmation, email [Marjilette.brown@cvmsdc.org](mailto:Marjilette.brown@cvmsdc.org)**

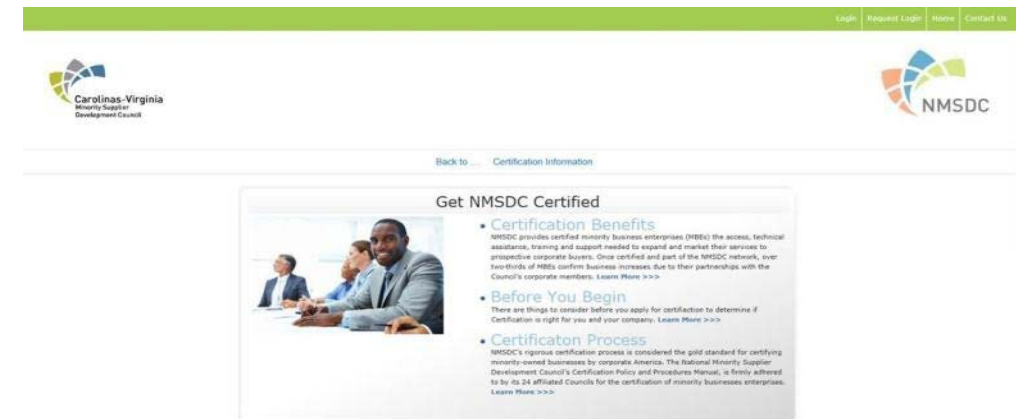
## Steps 2 & 3



The screenshot shows the CVMSDC website interface. At the top right is the logo for Carolinas-Virginia Minority Supplier Development Council. Below it is a navigation bar with links: HOME, ABOUT US, CORPORATE SERVICES, MBE SERVICES, NEWS & INFO, EVENTS, and CONTACT US. A dropdown menu is open under MBE SERVICES, listing: Benefits, Who Should Certify, Our Process & Fees, Subscription Services, Get Started, Certification Briefings, and Certification FAQs. The main content area is titled 'OUR PROCESS' and includes a 'How to get started;' section with four steps:

- Step 1: Review the certification [criteria](#) and [checklist](#) to ensure that your business qualifies.
- Step 2: Collect the required documentation.
- Step 3: Complete the application online by clicking [here](#). Notarize the declaration, submit the payment, the application and documentation online. The payment information is listed below. For the tutorial document, [click here](#).
- Step 4: The applicant will go through a desk audit. The desk audit is a review of the entire application and all supporting documentation. It is also during this stage where we contact your business references.

## Step 4



The screenshot shows the CVMSDC website interface. At the top right are links for Login, Request Login, Home, and Contact Us. Below the navigation bar is the CVMSDC logo and the NMSDC logo. A 'Back to ... Certification Information' link is visible. The main content area is titled 'Get NMSDC Certified' and includes three sections:

- Certification Benefits**  
NMSDC provides certified minority business enterprises (MBEs) the access, technical assistance, training and support needed to expand and market their services to prospective corporate buyers. Once certified and part of the NMSDC network, over two-thirds of MBEs confirm business increases due to their partnerships with the Council's corporate members. [Learn More >>>](#)
- Before You Begin**  
There are things to consider before you apply for certification to determine if Certification is right for you and your company. [Learn More >>>](#)
- Certification Process**  
NMSDC's rigorous certification process is considered the gold standard for certifying minority-owned businesses by corporate America. The National Minority Supplier Development Council's Certification Policy and Procedures Manual, is firmly adhered to by its 24 affiliated Councils for the certification of minority businesses enterprises. [Learn More >>>](#)