

CVMSDC Recertification Application Instructions

1. Please go to our website 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 Log in with your username & Password
5. Click Recertify Now to begin your recertification application
6. **If you do not see your MBE profile with the option to Recertify Now, email Marjilette.brown@cvmsdc.org to link your registration to your profile**
7. **If step 5 is not followed, the new application system may not recognize your registration as a recertification and will provide a new certification application**
8. Please review your profile to make sure the information we have on file is correct.
9. If not, you will have the opportunity to provide the correct information when filling out the online application

Steps 2 & 3



How to get started:

Step 1: Review the certification [criteria](#) and [checklist](#) to ensure that your business qualifies.

Step 2: Collect the required documentation.

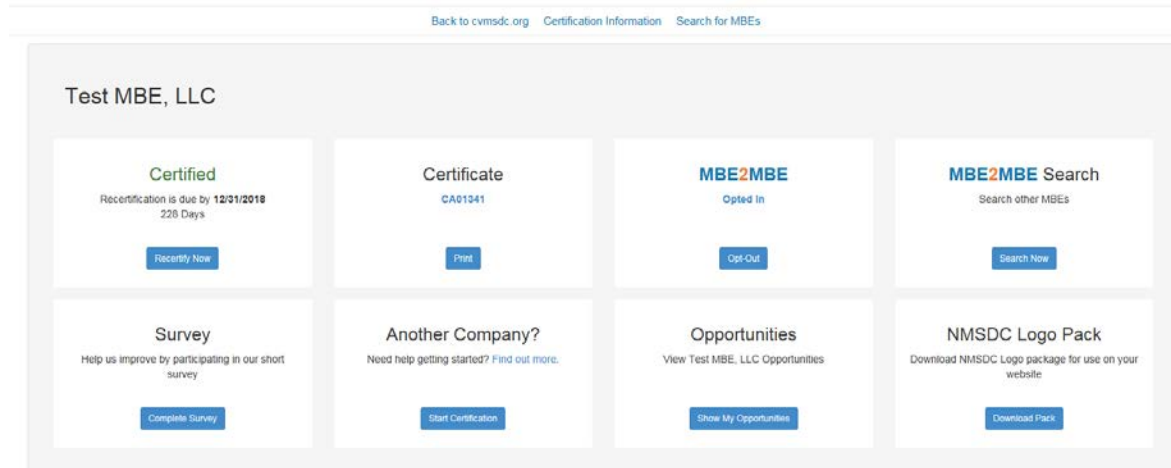
Step 3: Complete the application online by clicking [here](#) Notarize the declaration, submit the payment, the application and documentation online. The payment information is listed below. For the tutorial document, [click here](#).

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



Step 5



My Applications (1)