Welcome to the MBE/WBE Certification online

New users: Request an Account

Visit erie.gov/mbewbecertification

Click the link to request an account



Fill out the requested information and hit **Submit.** You'll receive a confirmation message on the screen.



Fill out this form to request an account to create an MBE/WBE Certification application.

Full legal name of the enterprise *			
Contact Name •			
Contact Email *			
Contact Phone *			
Submit			
Log in			
MBE/WBE Certification	Certification Committee	Search MBE/WBE Businesses	
Home / Request Access			

Request Access

Thank you. After we review your request, you will receive an email at the address you provided with instructions on logging in to the system to fill out your application.

Back to form

You will receive an email instructing you to log in and set a password.

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Certification		<u>Home</u>		Home » jenc			GOOGLE ANALYTICS SETTINGS Enable user tracking
jencountytest,					ave just used your one-time log		Users are tracked by default, but you are able to opt out.
A site admin at MBE/WBE Certi created an account for you. Yo username is: jencountytest		Set pass	word		e change your password.	ik to log in.	▼ CONTACT SETTINGS
You may now log in at https://www3.erie.gov/		This is a one-tir <i>jencountytest</i> .	me login for		address. All emails from the system		Personal contact form Allow other users to contact you via a personal contact form which keeps your email address hidden. Note that some privileged users such as site administrators are still able to contact you even
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You may now proceed with completing an application. If you are no longer logged in to the site, click the **Log** in link in the upper left to log in.



Instructions for using this system for certification

Request Account

To submit an MBE/WBE Certification application, you must first request an account:

Request an account to create an MBE/WBE Certification application

Fill in your username and password. If you've forgotten your password, this is where you can reset it with the **Reset your password** link. Be sure to use the email address you signed up with or the username that was assigned to you.

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MBE/WBE Certification	Certification Committee	Search MBE/WBE Businesses	MBE/WBE Certification Certification Certification	Search MBE/WBE Businesses
Home			Home	
Log in Reset your password			Reset your password	
Username *			Username or email address *	
Enter your MBE/WBE Certification username.				
Password *	K		Password reset instructions will be sent to your registered email address.	
Enter the password that accompanies your username.			Submit	
Log in				

When you log in, you're on your user profile screen. Click the **Home** link to return to the main page. If the Log in option is still showing even after you've logged in, refresh your browser window and you should be logged in.

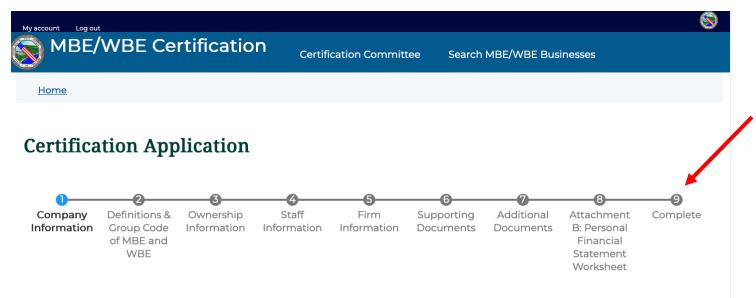
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Equal Employment ENHINCED BY Goo		Email: deeo@erie.gov	

Back on the home page, you will now have a link to create an application.

Click the **Certification Application** link to begin the application process.

	Certification Committee	Search MBE/WBE Businesses
Certification Application		

There are 9 pages to the Certification form. ALL FIELDS ARE REQUIRED. You must complete all fields in order to advance to the next page/step.



Do not leave any spaces blank on the application. If a question is not applicable to your business, insert "N/A" in the space provided for your answer.

There is a **Save Draft** button at the bottom of each page. You may use this to save your progress or finish over multiple sessions. When you come back to the form, you will see a note to complete the remaining portions. **A** form is not submitted or considered complete until all fields are entered and you get a message and email saying that your application was submitted.

Save Draft Next Page >	
A partially-completed form was found. Please complete the remaining portions.	

2. Name & Position of all person(s) with ownership interest * (Check all applicable. If no positions are held, state "none."

Some fields allow more than one line to be entered. To add more lines, use the Add button under that section.

**For	Group Codes, above.)						
						Show row v	veights
	Name	Position	Group Code	% Owned	Gender	US Citizen/Permanent Resident Alien	
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	Oratione	Loremipsum	Loremipsum	Dixisset	Fem; 🗸	No Y	(†) (†)
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÷					- Nor 🗸	- None - 🗸 🗸	\oplus
Add 1	more items						

3 Are you currently involved in the hidding process or other contract/purchase order pedictizions with any dovernmental agency department or authority?

As you navigate through the form, your place is indicated in the steps bar across the top.



19. Does this firm share the following with any other firm? If yes, please provide the other firm's name, address, and phone number. * 1. Office Space *

			Show row	weights
	Other Firm Name	Address	Phone	
÷	Oratione	10 Main Street	098-765-4321	Ð

Characteristic interact

To attach your documentation, first combine your files for that item into one pdf file and compress that pdf file. If the file is greater than 2MB, it will not upload.

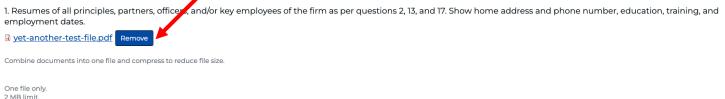
To upload your file, click the **Browse** button for that field.

	es of all principles, par that dates.	tners, officers, and/or key employees of the firm as per questions 2, 13, and 17. Show home address and phone number, education, training, and
Browse	No file selected.	
Combine d	ocuments into one file and	compress to reduce file size.
One file on 2 MB limit. Allowed typ		

This will bring up a window where you can navigate to the file on your computer. **Click** on the file you wish to upload, the click the **Open** button (double clicking on the file name will have the same effect).

Ν	lame	Size	Kind	Date Added	\sim
A	d	540 KB	JPEG image		
A	d	1.4 MB	PDF Document		
a	nother-test-file.pdf	6 KB	PDF Document		
a	pplication-for-certification.pdf	628 KB	PDF Document		
A	ttachment-A.pdf	182 KB	PDF Document		
A	ttachment-B.pdf	180 KB	PDF Document		
c	damy seenping	87 KB	PNG image		
) d		15.5 MB	SQL File		
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Т	est File.pdf	6 KB	PDF Document		
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V		6.2 MB	ZIP archive		
v		520 KB	ZIP archive		
V	VI.	779 KB	ZIP archive		
Ъy	et-another-test-file.pdf	6 KB	PDF Document		

You will be returned to your application, with the name of the file you're attaching now showing on the screen. If it's the wrong file, hit the Remove button to delete this file and start over with the upload.



2 MB limit. Allowed types: pdf

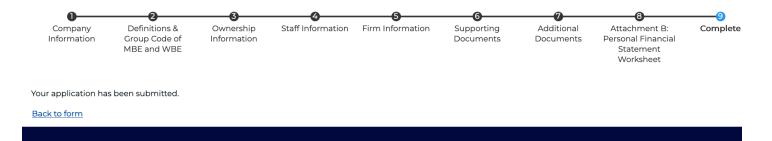
When you've completed all the fields, hit the Submit button at the bottom of the last page. Your form will only submit if you have completed every field, as all fields are required. Submission may take a few moments, as fields are being checked for completion and files are being uploaded, so please be patient.

Signature * O I Agree	
Date *	
07/19/1975	
Social Security Number *	
Save Draft < Previous Page Submit	

If you have any errors on your form, they will show up in the banner across the bottom of the page, as well as are outlined in red at the point of the error. If you click on the link in the footer error message, it'll take you directly to the error spot.

Signature *
Date *
07/19/1975 0
Date must be on or after 2023-01-09.
Social Security Number *
Save Draft < Previous Page Submit
1 error has been found: Date

If your form submission is successful, you will receive a confirmation note on the screen, and an email (at the email address entered in the "Doing Business As" section) stating that your application was submitted.



After you submit everything for review, the committee will review your application.