



Mashantucket Pequot  
Tribal Nation

### MASHANTUCKET EMPLOYMENT RIGHTS OFFICE

## Applying for Certification of a Tribal Member-Owned Business

### For Certification by the MERO as a MPTN Tribal Member-Owned Business

The purpose of the certification application is to determine the eligibility of a business for a Mashantucket Employment Rights Office (MERO) Tribal Member-Owned Business Certification (TMB). MERO TMB certification does not qualify a business or guarantee contracting preference for any particular opportunities. Contact the Mashantucket Pequot Tribal Nation (MPTN) procurement department at [SDCC@mptn-nsn.gov](mailto:SDCC@mptn-nsn.gov) about preference for contracting opportunities with the Tribe.

To be eligible for MERO certification, the business submitting the application must 1) be at least fifty-one percent (51%) owned by one (1) or more members of the MPTN in good standing with the Tribe; 2) be in continuous operation for more than one (1) year; 3) have one (1) or more active, current customers not affiliated with the MPTN or its enterprises; and 4) not be subject to conditions, executor agreements, voting trusts, shareholder agreements or other similar arrangements which would allow the primary benefits of certified status to accrue to any non-TMB entities or individuals who are not MPTN Tribal Members.

Owners who are MPTN members may apply for direct certification or verified certification of their business. Verified certification is available if the business is currently certified by a certifying body recognized by the MERO, such as the following or any of their regional chapters, if applicable: 1) National Minority Supplier Development Council; 2) National Women Business Owners Corporation; 3) Women’s Business Enterprise National Council, 4) the U.S. Small Business Administration; 5) a state in the United States, or 6) a Federal or state recognized Native American/Alaskan Native or First Nations Band Tribal Employment Rights Offices (TERO). If the business holds a certification from an entity not named above, it may still be eligible for verified certification. Please contact the MERO.

The MERO certification is valid for two (2) years from the date of the MERO’s determination. It is the responsibility of the business and its owners to timely file a renewal of a MERO certification. The MERO recommends submission of a direct or verified renewal application 60-90 calendar days prior to certification expiration.

Use the chart below to determine your business’s eligibility and the correct MERO application form.

Eligibility Criteria of the business	Direct Certification by the MERO	Direct Certification Renewal	Verified Certification by the MERO	Verified Certification Renewal
At least 51% owned by MPTN member(s) in good standing	√	√	√	√
In continuous operation for more than one (1) year	√	√	√	√
One (1) or more current, active customers not affiliated with MPTN or its enterprises	√	√	√	√
Not subject to impermissible conditions listed above which would allow the benefits of certified status to accrue to non-TMBs or persons who are not MPTN Tribal Members	√	√	√	√
Current MERO certification expiring within 90 days		√		√
Certified by a MERO-recognized certifying body (see above)			√	√*
<b>What MERO Tribal Member-Owned Business form does the business use?</b>	Form KPP-3410 <i>Application for Certification</i>	Form KPP-3415 <i>Renewal Application for Certification</i>	Form KPP-3420 <i>Application for Verified Certification</i>	Form KPP-3425 <i>Renewal Application for Verified Certification</i>

\* The verified certification renewal application may be used only if the business is currently certified by the same certifying entity on which it relied when it most recently applied to the MERO for a verified certification.

For additional information, see the *Frequently Asked Questions About Tribal Member-Owned Business Certification*, MERO Form KPP-3110, or contact the MERO.

The information provided is intended to be accurate but general information. For additional information, please refer to the applicable TMB policies, and any guidance issued by the MERO, available on the MERO website or by contacting the MERO. Nothing herein constitutes legal advice.