
OFFICE OF SMALL BUSINESS AND DVBE SERVICES (OSDS)
Expedite Request Form

Instructions: Contracting official shall complete this form when requesting a certification expedite request. Email or Fax completed form to the OSDS, BDD Unit at OSDSHelp@dgs.ca.gov or (916) 375-4950.

Supplier Information:

Certification ID # (If known):

Business Name:

Name of Business Contact:

Telephone #:

Email:

Bid Due Date:

Contracting Official Contact Information:

State Department or Reciprocity Partner:

Name of Contracting Official:

Telephone #:

Fax #:

Email:

Copy of Solicitation Attached: Yes No

Justification for Requesting Certification Expedite Process: **(Required)**

Contract Official Signature

Date