



U.S Small Business  
Administration

800-827-5722 | [www.sba.gov](http://www.sba.gov)  
Office | 409 3rd St, SW. | Washington DC 20416

### **VetCert Supplement**

Congratulations and welcome to the U.S. Small Business Administration's (SBA) Veteran Small Business Certification (VetCert) Program. Your certification confirms your eligibility to compete for set-aside contracting opportunities, as well as other benefits, as a Veteran-Owned Small Business (VOSB) and Service-Disabled Veteran-Owned Small Business (SDVOSB).

### **What you need to know**

- TOP DOGS CONSULTING GROUP, LLC is certified as a Veteran-Owned Small Business (VOSB) and Service-Disabled Veteran-Owned Small Business (SDVOSB) and publicly listed at <https://dsbs.sba.gov/>.
- You must renew your certification every three years from the certification date specified in the certification approval letter. SBA will send certification renewal notifications beginning 90 days prior to that date.
- SBA may conduct a program examination at your office, work site, or virtually during your certification period to verify your continuing eligibility.

### **What you need to do if something changes**

You must notify SBA of any changes that could affect program eligibility, within 30 calendar days of any such change. Such changes include, but are not limited to, the following:

1. a change in business ownership
2. a change in control or management of the business
3. a change in business structure
4. a bankruptcy filing or business closure
5. a change in a Veteran owner's active-duty status
6. a change in outside employment of the qualifying owner
7. a change that results in a director, officer or employee of the firm receiving compensation that exceeds the compensation received by the qualifying owner who holds the highest officer position

Please inform SBA of changes by sending an email with a detailed description of the changes to [CertificationCompliance@sba.gov](mailto:CertificationCompliance@sba.gov). Please do not email any supporting documentation. We will reach out with specific instructions if additional documentation is needed to support your change request. Failure to report eligibility changes within 30 days of the change could result in civil and criminal penalties, a referral to the Debarment and Suspension Committee, and decertification and removal from the VetCert Program.

Thank you for your service to our country and for continuing to serve the United States through small business ownership.



All SBA programs and services are extended to the public on a nondiscriminatory basis.