

Annual No Change Information

49 CFR 26.85

(j) If you are a DBE, you must provide to the recipient, **every year on the anniversary of the date of your certification**, an affidavit sworn to by the firm's owners before a person who is authorized by State law to administer oaths or an unsworn declaration executed under penalty of perjury of the laws of the United States. This affidavit must affirm that there have been no changes in the firm's circumstances affecting its ability to meet size, disadvantaged status, ownership, or control requirements of this part or any material changes in the information provided in its application form, except for changes about which you have notified the recipient under paragraph (i) of this section. The affidavit shall specifically affirm that your firm continues to meet SBA business size criteria and the overall gross receipts cap of this part, documenting this affirmation with **supporting documentation** of your firm's size and gross receipts (e.g., submission of Federal tax returns). If you fail to provide this affidavit in a timely manner, you will be deemed to have failed to cooperate under §26.109(c).

DelDOT DBE Annual Review Process for Delaware (In State) Firms:

- [✚ Instructions For Personal Financial Statement ✚](#)
- [✚ Personal Financial Statement ✚](#)
- [✚ No Change Affidavit ✚](#)
- [✚ Most recent personal taxes](#)
- [✚ Most recent business taxes](#)

DelDOT DBE Annual Review Process for Out of State Firms:

- [✚ No Change Affidavit ✚](#)
- [✚ Most recent business taxes](#)

Postal Mail Address

Delaware Department of Transportation
Attention: DBE Program
PO Box 778
Dover, DE 19903

Express Mail Address

Delaware Department of Transportation
Attention: DBE Program
800 Bay Road
Dover, DE 19901