



U.S. Small Business Administration
Indiana District Office
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DATE: February 17, 2016
FROM: Martin Anderson, Lead Economic Development Specialist
TO: Rosalyn Putman, Supervisory Business Opportunity Specialist
SUBJECT: Bona Fide Office Request for dsi Associates, Incorporated

Dear Ms. Putman:

This is in response to Ronald Miller's memo requesting a Bona Fide (Branch) Office determination on behalf of dsi Associates, Incorporated in Valparaiso, Indiana, a current 8(a) program participant whose main office is located in Burr Ridge, IL. The findings are as follows:

On February 12, 2016 Sharon Harvey, EDS met with Stephen Churchill, Office Administrator/Marketing Specialist of dsi Associates, Incorporated, in the office located at 2005 Valparaiso St., Ste. 218, Valparaiso, IN 46383. Mr. Churchill conducts the daily business activities of the office during normal business hours for the branch. The office has a current lease agreement that was executed effective 10/1/2015 for a term of one year. The property is located in a commercial complex their name and logo appears on the outside door. The office space is equipped with normal office equipment.

Pursuant to 13 CFR 124.3 dsi Associates, Incorporated, has complied with all local requirements which include a Lease Agreement, Indiana Secretary of State Certificate of Authority, Indiana Department of Revenue Registration, Certificate of Liability Insurance, Employer's Quarterly Tax Wage Reports, and receipts for utilities (telephone & internet).

Therefore, based on the facts provided, this office has concluded that in accordance with SBA regulations, it appears that dsi Associates, Incorporated, has established a Bona Fide place of business (branch office) located in the Indiana District area.

Sincerely,

Martin R. Anderson

Martin R. Anderson
Lead Economic Development Specialist
Indiana District Office
U.S. Small Business Administration

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