



STATE OF INDIANA

Mitchell E. Daniels Jr., Governor

DEPARTMENT OF ADMINISTRATION
Minority and Women's Business Enterprises Division

February 10, 2010

Indiana Government Center South
402 West Washington Street, Room W469
Indianapolis, IN 46204
(317) 232 - 3061

Beatrice Craney
Courtland Title & Escrow, Inc.
245 Morton Avenue
Martinsville, IN 46151

Subject: Application for MBE/WBE certification

Dear Beatrice Craney,

Congratulations! The Indiana Department of Administration, Minority and Women's Business Enterprises Division is pleased to inform you that Courtland Title & Escrow, Inc. is hereby certified as a Minority and Women-owned Business Enterprise (MBE/WBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Minority and Women Business Enterprise participation:

UNSPSC CODES(S)	
<i>Code</i>	<i>Description</i>
80130000	Real estate services
80131700	Escrow and title services
80131600	Sale of property and building

This certification is valid through February 28, 2013. Although your certification is valid for a three-year period, you will be required to submit an annual *Affidavit of Continued Eligibility*, which reflects updates regarding the issues critical to maintaining your certification. However, you must notify us immediately if any changes occur. Failure to notify us of changes or to provide the *Affidavit of Continued Eligibility* form annually will result in revocation of your certification. Changes include, but are not limited to:

- Change in location or contact information (address, phone number, e-mail address, etc.)
- Change in services provided (amendment to certification)
- Change in ownership
- Change in control

In addition to your official notifications to this office, we encourage you to visit our website at www.in.gov/idoa/mwbe and update your Business Registration Profile. It is important that you review and update your profile regularly, because state purchasing agents and prime contractors will use this information to contact you for business opportunities. For questions regarding your registration profile, you may contact Amy Redding at 317-234-3542.

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <http://www.in.gov/idoa/minority/Certifications.xls> to verify certification status. Please contact our office at (317) 232-3061 if you have any other questions.

Sincerely,

Alice Watson, Deputy Commissioner
Indiana Department of Administration
Minority and Women's Business Enterprises Division

AW/glm/vrs