

**APPLICANT CHECKLIST FOR DCAMM ONLINE CONTRACTOR CERTIFICATION
FILED SUB-BIDDER JOINT VENTURE CERTIFICATION**

- ☐ Submit Online Filed Sub-Bidder Joint Venture Application form
- ☐ Submit Filed Sub-Bidder Certificates of Eligibility for each participant
- ☐ Submit Completed Filed Sub-Bidder Update Statements for each participant
- ☐ Submit Executed Joint Venture Agreement
- ☐ Submit a bonding letter from a surety company licensed to do business in Massachusetts
- ☐ Authorized Signatory listing. If your company does not maintain a list of authorized signers, you may use the Authorized Signatory Listing on the Contractor Certification Joint Venture Applications page.



**DIVISION OF
CAPITAL ASSET
MANAGEMENT &
MAINTENANCE**

DCAMM Contractor Certification Office

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