

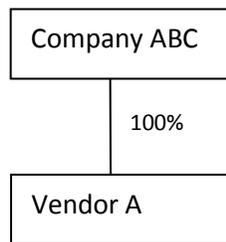
ILLINOIS PROCUREMENT GATEWAY

PARENT COMPANY DISCLOSURE

1. Question #I.B asks if there is a “Parent Entity”. How do I know if I have one (or more) Parent Entities and how many Parent Disclosure forms I need to fill out?

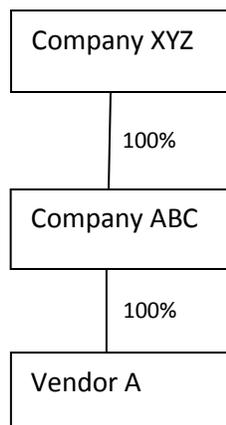
A “Parent Entity” is any entity (not a person) that owns 100% of another entity. Let’s look at a few examples:

- Vendor A is applying to the IPG. Vendor A is wholly owned by Company ABC. Company ABC is the Parent Entity to Vendor A.



Company ABC needs to fill out Parent Disclosure forms as the Parent Entity of Vendor A.

- Vendor A is applying to the IPG. Vendor A is wholly owned by Company ABC. Company ABC is wholly owned by Company XYZ. Company ABC is the Parent Entity to Vendor A. Company XYZ is the Parent Entity to Company ABC.



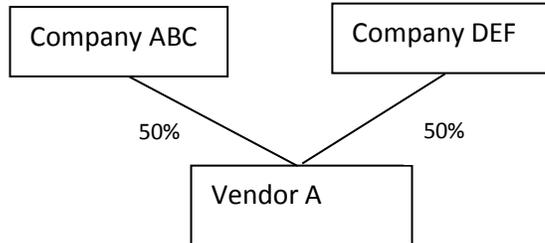
Company ABC needs to fill out Parent Disclosure forms as the Parent of Vendor A.

Company XYZ needs to fill out Parent Disclosure forms as the Parent of Company ABC.

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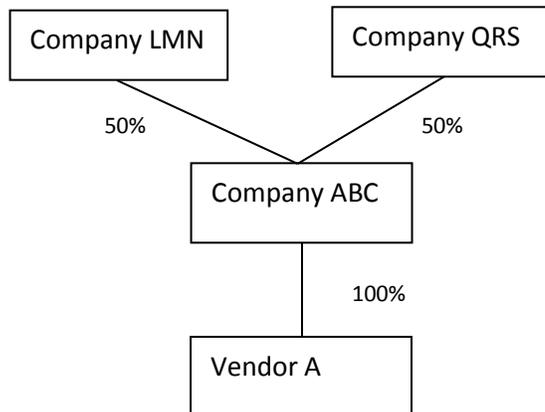
- Vendor A is applying to the IPG. Vendor A is owned 50% by Company ABC and 50% by Company DEF.



Because Vendor A is not owned 100% by another entity, Vendor A does NOT have a Parent Entity.

IPG Question #I.B is answered "No". No attachment is required.

- Vendor A is applying to the IPG. Vendor A is wholly owned by Company ABC. Company ABC is owned by 2 entities, Company LMN and Company QRS. Company ABC is the Parent Entity to Vendor A. Company ABC does NOT have a Parent Entity.



Company ABC would need to fill out Parent Disclosure forms as the Parent of Vendor A.

No other Parent Disclosure forms are required.

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2. I'm trying to fill out the Parent Disclosures and I don't understand some of the terms used.

- *Vendor Name* – the name of the Business applying to the IPG
- *Doing Business As (DBA)* – the DBA used by the Business applying to the IPG (if applicable)
- *Disclosing Entity* – the parent entity for which the attached disclosures are completed
- *Disclosing Entity's Parent Entity* – the entity that owns 100% of the Disclosing Entity, if there is one
- *Instrument of Ownership or Beneficial Interest* – the form of ownership for the **disclosing entity** (i.e. corporations select corporate stock, LLCs select LLC membership agreement, etc.)

3. How do I know who is supposed to answer which questions?

The introduction of Steps 3, 4 and 6 contain the following statement: "Please provide the name of the person for which responses are provided". In the text field that follows this statement, you must clearly indicate for whom the responses are provided. Your registration will not be accepted if it does not provide responses for all required parties, which includes:

- Every person (non-entity) disclosed as an owner or beneficiary in Step 2 of the Parent Disclosures form (Ownership Share and Distributive Income) and every sole proprietor must answer each question.
- In addition to these persons, the Disclosing Entity must answer all questions in Step 6 (Potential Conflicts of Interest Relating to Debarment & Legal Proceedings)