



**VETERAN-OWNED SMALL BUSINESS ENTERPRISE (VSBE) PROGRAM  
VERIFICATION OF VETERAN STATUS**

**INSTRUCTIONS** – The VETERAN small business owner seeking veteran verification for participation in Maryland's Veteran-Owned Small Business Enterprise (VSBE) Program shall complete SECTION A and upload the completed form, along with proof of veteran status, into their existing vendor profile in eMaryland Marketplace Advantage (<https://emma.maryland.gov>).

**SECTION A - Veteran Information**

NAME: \_\_\_\_\_

BUSINESS STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_ EMAIL: \_\_\_\_\_

**LEGAL NAME OF BUSINESS SEEKING CERTIFICATION IN MARYLAND'S VSBE PROGRAM:**

\_\_\_\_\_

**ROLE OF APPLICANT (Veteran's relation to the business):**

\_\_\_\_\_

**Acceptable  
Veteran  
Documentation**

Proof of veteran status requires an electronic COPY to be uploaded in eMMA of one of the following:  
DD214 (Member 4), DD215, NGB22, NGB23, DD Form 5016, Order Memo, Discharge Papers, a copy of the United States Department of Veterans Affairs Rating Decision, or Federal Benefit Letter/Summary.

**SECTION B: This section is to be completed by the Maryland Department of Veterans & Military Families ONLY.**

The Maryland Department of Veterans & Military Families certifies the following (check the box that applies):

MDVA/DVMF Number: \_\_\_\_\_

☐

Veteran

☐

Disabled veteran in accordance with the Code of Federal Regulations

☐

Not a veteran

*If you are unable to process this document electronically, contact the VSBE Program Compliance Manager for assistance.*

Danielle Davis: [danielle.davis2@maryland.gov](mailto:danielle.davis2@maryland.gov) or 443-346-0717