

## WA State Office of Minority & Women's Business Enterprises (OMWBE) Certification

- **Create an Account in the OMWBE Certification Management System at [omwbe.wa.gov](https://omwbe.wa.gov)**
  1. Follow this link to create a login: <https://omwbe.diversitycompliance.com>.
  2. Select "[Apply for or Renew Certification](#)", and then "[Create Account](#)".
  3. Enter your business information and follow the steps to register.

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- **Apply for both Federal (DBE/ACDBE/SBE) and State (MBE/WBE/PWSBE/CBE/SEDBE) Certifications**

To be eligible to participate in both – State/Local government and Federal U.S. DOT-funded projects – we recommend applying for Federal DBE and State MBE certifications simultaneously.

1. Review certification qualifications and requirements here: <https://omwbe.wa.gov/certification>.
2. Start the **Federal** Application here: <https://omwbe.wa.gov/certification/federal-certification>.
3. Log in with your OMWBE account. (If you need to create an account, follow steps outline in section above).
4. Complete the federal application. Answer "yes" to **Section 1: Additional Certifications**.
5. Attach all the necessary documents, making sure to notarize the required pages.

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- **Apply for State Certification Only (MBE/WBE/PWSBE/CBE/SEDBE)**

MBE State-certified firms are eligible to participate in contracting opportunities with state and local governments. Some private sector companies use OMWBE's state-certified firms for their supplier diversity goals. Please follow these steps to apply:

1. Start the State Application here: <http://omwbe.wa.gov/certification/state-certification>.
2. Read through directions on the forms on applying and what information to include.
3. Complete the state application, and attach all the necessary documents, making sure to notarize the required pages.

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- **Apply for Federal Certification Only (DBE/ACDBE/SBE)**

Federal-certified firms are eligible to participate in Federal, U.S. DOT-funded projects. To apply for Federal certification only:

1. Start the Federal Application here: <https://omwbe.wa.gov/certification/fees/certification/federal-certification>.
2. Attach all the necessary documents, making sure to notarize the required pages.

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- **OMWBE Application Fees and Renewal:**

- **Federal (DBE): \$25** application & **\$20** renewal fee. Federal certification needs to be renewed annually.
- **SBE:** No application or renewal fees
- **State (MBE/WBE/MWBE/CBE/SEDBE):** Application/renewal fee depends on business structure:  
**Sole Proprietorship: \$50 | Partnership: \$75 | Corporation: \$100 | Limited Liability Company: \$100**  
State certification needs to be renewed every three (3) years.  
**Please note:** MBE application fee waived if applying for Federal *and* State at same time.

For questions regarding your application status please contact OMWBE at 360-664-9750 or [receptionist@omwbe.wa.gov](mailto:receptionist@omwbe.wa.gov).