

INSTRUCTIONS FOR WYOMING BUSINESS ENTITIES SEEKING RESIDENCY STATUS REQUIREMENTS UNDER W.S. § 16-6-101(C) AND (D)

These instructions are for business entities seeking residency status that are:

(C) A business entity organized under the laws of the state with at least fifty percent (50%) of the issued and outstanding shares of stock in the business entity owned by persons who have been residents of the state for one (1) year or more prior to bidding upon the contract or responding to a request for proposal, and which maintains its principal office and place of business within the state, and the chief executive officer of the business entity has been a resident of the state for one (1) year or more immediately prior to bidding upon the contract or responding to a request for proposal;

(D) A business entity organized under the laws of the state which has been in existence in the state for one (1) year or more and whose chief executive officer has been a resident of the state for one (1) year or more immediately prior to bidding upon the contract or responding to a request for proposal and maintains its principal office and place of business within the state. If at least fifty percent (50%) of the equity in the business entity is owned by nonresidents, equity owned by nonresidents shall:

- (i) Have been acquired by nonresidents one (1) year or more immediately prior to bidding upon the contract or responding to a request for proposal;
or
- (ii) Be publicly traded and registered under Section 13 or 15(d) of the Securities Exchange Act of 1934 for one (1) or more classes of its shares.

FOR THE PURPOSES OF C AND D ABOVE, THE PRINCIPAL PLACE OF BUSINESS IS DEFINED AS THE HEADQUARTERS OR ADMINISTRATIVE CENTER OF THE WYOMING BUSINESS ENTITY LEGALLY REGISTERED AND IN GOOD STANDING WITH THE SECRETARY OF STATE'S OFFICE AND WHERE SUBSTANTIALLY ALL OF THE BUSINESS ACTIVITIES RELATED TO THE CONSTRUCTION INDUSTRY ARE CONDUCTED AND CONTROLLED BY THE CHIEF EXECUTIVE OFFICER OF THE BUSINESS ENTITY WHO MUST RESIDE AND MAINTAIN RESIDENCY IN THE STATE OF WYOMING.

AFFIDAVIT REQUIRED

In order to receive a residency certificate you must submit the following documentation with your affidavit:

1. Proof of residency status of the business entity's chief executive officer, i.e., a copy of a current driver's license.

GENERAL INFORMATION

1. Incomplete or unsigned affidavits will be returned.
2. Residency certificates **must be renewed on an annual basis**. You will receive a letter notifying your business to renew the certificate. Please follow the instructions in the letter and send all documentation required to our office. Failure to do so will result in decertification for a period of one year.
3. If you have any questions, please contact our office: Wyoming Department of Workforce Services/Labor Standards, 1510 E. Pershing, West Wing, Room 150, Cheyenne, Wyoming 82002, Telephone (307) 777-7261, FAX (307) 777-5633.

MISREPRESENTATION OR FALSIFYING A SWORN STATEMENT OR AFFIDAVIT
MAY LEAD TO PERJURY OR CRIMINAL PROSECUTION