


EXHIBIT C – COMPLIANCE CHECKLIST

This checklist was created as a guide to assist Offerors on the various compliance documents required to be submitted at each stage of the Notice to sublease process – non-binding offer stage; binding offer stage; and prior to execution of a sublease agreement.

Forms can be accessed by clicking on the link for each compliance item below (with the exception of the Ownership Disclosure Form which is attached at Exhibit D)).

FORMS, REGISTRATIONS & CERTIFICATIONS REQUIRED (All Forms Must Be Physically Signed and Completed, if requested)			
No.	Compliance requirement	When must this requirement be met?	How can I access it?
1	OWNERSHIP DISCLOSURE FORM	Mandatory with <u>non-binding offer</u>	Exhibit D
2	DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN	Mandatory with <u>binding offer</u>	<u>via Link</u>
3	NEW JERSEY TAX CLEARANCE CERTIFICATE	Mandatory with <u>binding offer</u>	
4	EMPLOYEE INFORMATION REPORT (FORM AA302)	Mandatory with <u>binding offer</u>	<u>via Link</u>
5	TWO-YEAR CHAPTER 51/EXECUTIVE ORDER 117 VENDOR CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	Mandatory with <u>binding offer</u>	<u>via Link</u>
6	DISCLOSURE OF INVESTIGATIONS AND OTHER ACTIONS INVOLVING BIDDER FORM	Mandatory with <u>binding offer</u>	<u>via Link</u>
7	NEW JERSEY BUSINESS REGISTRATION CERTIFICATE (BRC)	Mandatory prior to <u>sublease award</u>	<u>via Link</u>