

Client Name: _____

NEDP ID: _____

Self-employed Business Owner Portfolio Answer Form

NEDP clients that are self-employed persons or small business owners may demonstrate the CCC by completing a portfolio assessment, specific to the success of the business.

The portfolio includes the following:

1. Documentation of a minimum of six months of business operation and **at least three** of the following representations or illustrations from their company or business:

1. DBA (Doing Business As) documentation or current business license or listing in the Better Business Bureau

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

2. Company website

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

3. Advertisements

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

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4. Verification of services rendered

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

5. Business card/letterhead

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

6. Social media account.

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.

2. Income was generated by the business. Examples of contracts or receipts for services or tax forms, redacted to remove confidential data such as Social Security number, is required. The Assessor should not evaluate the amount of money made in the endeavor but rather the owner's success in generating and maintaining the business as a going concern.

Assessor: ☐ D ☐ ND

Portfolio Reviewer: ☐ D ☐ ND

Indicate the documentation used to verify the completion of this activity.
