



## Official State of Ohio Women-owned Business Enterprise Certification Letter

7/27/2021

Kathryn Ingram, President  
Integrity Bookkeeping, LLC  
112 S. Defiance St.  
Stryker, OH 43557

**CERTIFICATION NUMBER:** WBE-00876  
**Effective Dates:** 07/27/2021 through 07/27/2023

Dear Ms. Ingram:

The Ohio Department of Administrative Services, Equal Opportunity Division (DAS/EOD) has reviewed your business's application to obtain certification as a Women-owned Business Enterprise (WBE) in Ohio. The Ohio Department of Administrative Services, Equal Opportunity Division is pleased to inform you that Integrity Bookkeeping, LLC has been certified by DAS/EOD as a WBE Business Enterprise.

The Ohio Department of Administrative Services, Equal Opportunity Division has determined that Integrity Bookkeeping, LLC satisfactorily meets the requirements set forth in Section 123:2-14 of the Ohio Administrative Code as is required for participation in the WBE program. **This certification letter shall serve as the State's official certification to this effect.**

This letter also acknowledges that Integrity Bookkeeping, LLC has been categorized under the accounting services category for WBE program participation.

**Note:** Integrity Bookkeeping, LLC is required to inform DAS/EOD in writing (letter or email) within 30 days of the occurrence of any material change(s). A material change is defined as: any change in circumstances affecting the business or the at least 51 percent eligible owner(s); including but not limited to current contact information, changes in ownership, business structure, independence, managerial and/or operational control, or any material change in the information provided in its application including changes in management responsibility among owner(s) of the certified business. Similar notification must be provided to DAS/EOD of any changes to the company's name, business address, Email address, telephone numbers, principal products/service or other basic contact and commercial activity information. For additional information, please refer to Ohio Administrative Code 123:2-14-01, 123:2-14-02, and 123:2-14-07.

Failure to notify DAS/EOD of any material change is cause for revocation of Integrity Bookkeeping, LLC's WBE certification.

**Integrity Bookkeeping, LLC**

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**Re-certification Note:** one month prior to the expiration date of this certification, your business is required to submit a completed Re-certification Application for DAS/EOD's review relative to the **Integrity Bookkeeping, LLC's** eligibility for continued participation in the WBE program.

If you need any assistance or have questions about the WBE program, please contact the Business Certification and Compliance Unit at 614-466-8380.

Sincerely,

A handwritten signature in cursive script that reads "Eric M. Seabrook". The signature is written in black ink and is positioned above the typed name and title.

Eric M. Seabrook  
Deputy Director  
State EEO Coordinator