



U.S Small Business
Administration

800-827-5722 | www.sba.gov
409 3rd St, SW. | Washington DC 20416

02/12/2026

DUNCAN MACHINE PRODUCTS, INC.
1003 S 2ND ST , DUNCAN, OK, 73533

Dear Teri Billings,

I am pleased to advise you that your business has successfully completed the certification renewal process and continues to be included in the list of certified businesses found at SAM.gov and [Small Business Search](#) for the following program(s):

- HUBZone Program
- Women-Owned Small Business (WOSB)

What's Next:

Your next certification renewal date is 2029-03-14. You may submit your certification renewal up to 90 days prior to that date in MySBA Certifications.

SBA may conduct an eligibility review during your certification period to verify the accuracy of any certification made, or information provided.

Ongoing Obligations:

The information below sets forth requirements related to your business' continued eligibility and its responsibilities as a certified program participant:

- **Reporting Material Changes:** You are required to notify SBA through MySBA Certifications of material changes to your business that could affect its eligibility within 30 calendar days of any such change. Material change includes, but is not limited to, a change in the ownership, business structure, or management. Failure to notify SBA of such a material change may result in decertification and removal from SAM and Small Business Search as a certified business. In addition, SBA may seek the imposition of penalties under § 127.700.

- **System for Award Management (SAM.gov):** You must keep the business' SAM entity registration current in order to be identified by contracting officers as eligible to be awarded small business set-aside contracts and to be paid under any such contracts. You must validate your business' SAM entity registration at least annually or it will become inactive. If you need assistance, please visit the SAM Help Desk at <https://fsd.gov/fsd-gov/home.do>
- **Notices from SBA:** You are responsible for responding to notices from SBA, including but not limited to notices regarding certification renewals, eligibility reviews, protests, and proposed decertification/termination (8(a) only) actions. All SBA Programs send such notices to the business' email address listed in its MySBA Certifications registration. If the business fails to respond to these notices, SBA will propose the business for decertification/termination (8(a) only) and may subsequently decertify/terminate (8(a) only) it from participation in SBA Programs. Therefore, it is critical that you keep the business' SAM and MySBA Certifications registrations current, including listing an active email address for contacting the business, and check your email's SPAM folder to make sure that you are receiving emails from SBA.
- **Contracting Requirements:** You are required to comply with limitations on subcontracting requirements and nonmanufacturer rule when performing any small business set-aside contracts (see 13 CFR 125.6).

Sincerely,

MySBA Certifications Compliance Division



All SBA programs and services are extended to the public on a nondiscriminatory basis.