
“GOOD FAITH EFFORT”
ADVERTISEMENT & MAILING/FAX SERVICES

OUR BASIC SERVICE INCLUDES THE FOLLOWING:

- **Two (2) Newspaper/Newsletter Advertisements** – (1) Focus and (1) Trade (State Approved Publications)
 - **Up to Fifty (50) Letters** sent to UDBE/DBE/SBE/MBE/WBE/DVBE/OBE Subcontractors and Suppliers
 - **Fifteen (15) Letters, Phone Calls & Internet Contacts** to Agencies/Organizations

(Assistance with worksheets, looking over guidelines & requirements to make sure GFE is completed correctly)

You will receive a Professional Looking Indexed Document Binder that includes:

- Copies of all Subcontractor/Supplier Letters (Including a Solicitation Listing with Subcontractor/Supplier Name, Address, Phone/Fax Numbers, Status UDBE/DBE/MBE/WBE/SBE/DVBE/OBE) and Certifying Agency or source of name and Proof of Fax Delivery
- Copies of all Agency/Organization Letters (Including a Agency Contact Listing with Agency Name, Address, Phone/Fax Numbers, Contact Name and Date) and Proof of Internet Contacts and Fax
 - Official “Proofs of Publications” for the Trade & Focus Advertisements
 - “Response Listing” (For easy completion of response information and/or follow-up calls)
 - Instruction Page To Assist In Final Preparation
- Note: DVBE Form STD 840 Good Faith Effort Worksheet prepared by C.A.C. We will prepare an “Example worksheet” on all other types of worksheets if assistance is required.

TO ORDER OUR GOOD FAITH EFFORT SERVICE, SIMPLY DO THE FOLLOWING:

1. Fill out the attached order form (to the best of your abilities, we will assist you if you have questions)
2. Attach Good Faith Effort Guidelines and Worksheets From the Contract Documents
3. Advise us if Advertisements have already been placed (Credit for ad’s \$35.00)
4. FAX completed order form (and attachments) to: (800) 742-4125

Your cost for one project is \$239.00 (With a \$40 Discount if paid within 10 days or upon receipt for new customers) - Total Cost, Including Advertisements **\$199.00. Plus Extra Fees determined by project requirements – Example: Proof of delivery/fax fee is \$25.00 to \$50.00 – Average Total Cost Per Order \$224.00 to \$249.00** (New Customers are on cash basis) Up to two (2) Additional **Projects may be added for only \$60 each.** (Some restrictions apply – Contact us for details or see note on order form)

CONTRACTORS ASSISTANCE CENTER

Proudly Serving Contractors for 19 Years

P.O. Box 892135, Temecula, CA 92589-2135

PHONE: (951) 506-1887 or (800) 742-4124 FAX: (800) 742-4125 or email: cacgoodfaith@yahoo.com

*Additional charges may apply for special requirements, rush orders, special handling fees, etc.

CONTRACTORS ASSISTANCE CENTER – ORDER FORM

P.O. Box 892135, Temecula, CA 92589-2135 (951) 506-1887 Phone: (800) 742-4124 FAX: (800) 742-4125

GOOD FAITH EFFORT MAILING SERVICE & ADVERTISEMENT ORDER FORM

*To order, complete this form and fax to (800) 742-4125 or email cacgoodfaith@yahoo.com along with the Good Faith Effort Guidelines & Worksheets . The total cost for one project is \$199.00 (Price includes \$40.00 discount) Plus Extra for special requirements average \$25.00 to \$50.00 (See Note Below). Additional charges of \$60.00 apply for each additional project on the same form (3 projects maximum per order, projects must have same requirements, trades, etc.) ***See note below regarding extra charges that may apply.** Please indicate if ads are not required to receive \$35.00 discount.

Company Name: _____

Address: _____ City/St: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____ Email: _____ Contact Person: _____

Project No. (1) Name _____

Contracting Agency: _____ Phone: (____) _____

Project Location: _____ Value of Project: \$ _____

Bid Due Date: _____ Time: _____ Check If Requesting All Trades: _____

Or Name Specific Trades and/or Materials: _____

Project No. (2) Name _____

Contracting Agency: _____ Phone: (____) _____

Project Location: _____ Value of Project: \$ _____

Bid Due Date: _____ Time: _____ Check If Requesting All Trades: _____

Or Name Specific Trades and/or Materials: _____

Project No. (3) Name _____

Contracting Agency: _____ Phone: (____) _____

Project Location: _____ Value of Project: \$ _____

Bid Due Date: _____ Time: _____ Check If Requesting All Trades: _____

Or Name Specific Trades and/or Materials: _____

Please Solicit: All__ or indicate as required: UDBE__ DBE__ SBE__ MBE__ WBE__ DVBE__ OBE__ Other: _____

Additional charges apply for special requirements, Fax Delivery of All Letters, Special Look Ups, Rush Orders, Special Lists, etc. We will contact you before processing if any of these charges apply. Please remember to fax any worksheets and GFE requirements with your order. **(Average Cost per order is approximately \$224.00 to \$249.00)**

PLEASE FAX THIS FORM TO: (800) 742-4125 or email to: cacgoodfaith@yahoo.com