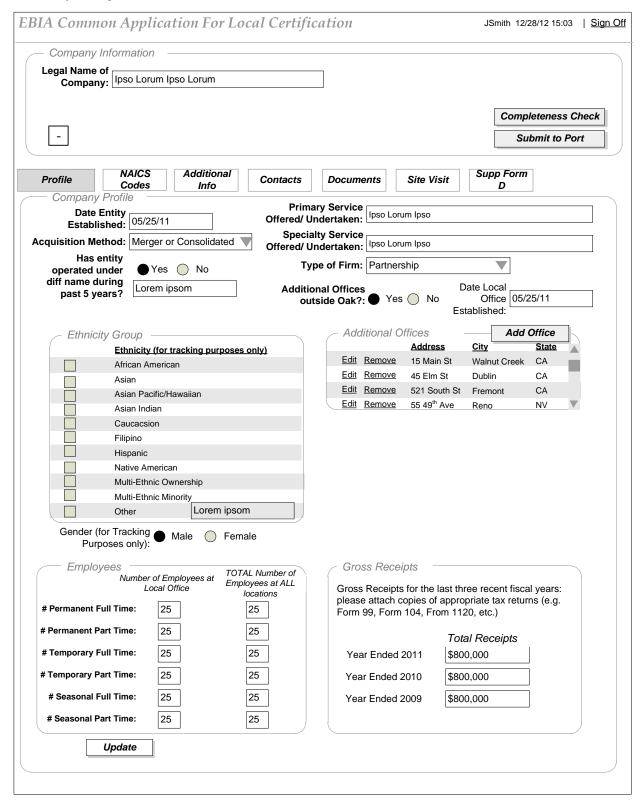
## **Company Profile**



## Overview

This screen allows the company to enter company profile information

## Data fields

Field	Туре	Edit Values/Value Format	Required?
Legal Name of Company	Input Box	Format as Text	Yes
Date Entity Established	Picker	mmddyyyy	Yes
Acquisition Method	Dropdown		Yes
Primary Service Offered/ Undertaken	Input Box	Format as Text	Yes
Secondary Service Offered/ Undertaken	Input Box	Format as Text	Yes
Type of Firm	Dropdown	<sole joint<br="" proprietorship,="">Venture, Partnership, Corporation, Limited Liability Partnership, Limited Liability Corporation, Publicly traded entity, Non-Profit or Church, Other&gt;&gt;</sole>	Yes
Has entity operated under diff name during past 5 years	Radio Button	Yes, No	Yes
Additional offices outside Oakland	Radio Button	Yes, No	No
Date Local Office Established	Picker	mmddyyyy	Yes
Ethnicity	Checkboxes	Ethnicity, African American, Asian, Asian Pacific/Hawaiian, Asian Indian, Caucasian, Filipino, Hispanic, Native American, Multi-Ethnic Ownership, Multi-Ethnic Minority, Other	No
Ethnicity Other	Input Box	Format as Text	Yes if above other selected
Gender (for tracking purposes only?	Radio Button	Male, Female	No

Field	Туре	Edit Values/Value Format	Required?
Ethnicity	Checkboxes	Ethnicity, African American, Asian, Asian Pacific/Hawaiian, Asian Indian, Caucasian, Filipino, Hispanic, Native American, Multi-Ethnic Ownership, Multi-Ethnic Minority, Other	No
Ethnicity Other	Input Box	Format as Text	Yes if above other selected
Gender (for tracking purposes only?	Radio Button	Male, Female	No
Supplier Primary Products	Dropdown	< <list of="" states="">&gt;</list>	Yes
Number Employees Local Office			
# Perm Full Time Emp Local	Input Box	Format as Numbers	Yes
# Perm Part Time Emp Local	Input Box	Format as Numbers	Yes
# Temp Full Time Emp Local	Input Box	Format as Numbers	Yes
# Temp Part Time Emp Local	Input Box	Format as Numbers	Yes
# Seas Full Time Emp Local	Input Box	Format as Numbers	Yes
# Seas Part Time Emp Local	Input Box	Format as Numbers	Yes
# Perm Full Time Emp Total	Input Box	Format as Numbers	Yes
Total Number Employees Across All Offices			
# Perm Part Time Emp Total	Input Box	Format as Numbers	Yes
# Temp Full Time Emp Total	Input Box	Format as Numbers	Yes
# Temp Part Time Emp Total	Input Box	Format as Numbers	Yes
# Seas Full Time Emp Total	Input Box	Format as Numbers	Yes
# Seas Part Time Emp Total	Input Box	Format as Numbers	Yes
Total Receipts Year Ended 1	Radio Button	Format as Numbers	No
Total Receipts Year Ended 2	Radio Button	Format as Numbers	No
Total Receipts Year Ended 3	Radio Button	Format as Numbers	No

## Navigation, Interaction, Processing

Click Add Office button to add additional office outside of Oakland. System will display a blank office pop up screen

Click Edit next to office name to edit office information. System will display pop up with selected office information

Click Remove to delete an additional office. System will remove office

System will update the three years Gross Receipts the three previous years from the date application was started (e.g. if started in 2013, last three years are 2012, 2011, and 2010)

Click Update to save entered/updated information