

STEPHEN FRAGA  
TEJAS OFFICE PRODUCTS, INC.  
1225 WEST 20<sup>TH</sup> STREET  
HOUSTON, TX 77008

***Re: Small Business Development Program Registration***

January 24, 2017

Dear Stephen Fraga:

CONGRATULATIONS! Your application for registration as an approved Port of Houston Authority Small Business Enterprise (SBE) has been accepted. Your firm will be included in our Small Business Development Program Directory in our Small Business Compliance System. The registration is valid as long as your certificate is valid with **HMSDC** expiring **1/31/2018** in the category of:

**PROFESSIONAL SERVICES**  
*COMPUTER AND DATA PROCESSING SUPPLIES*  
*DISTRIBUTOR: GENERAL OFFICE SUPPLIES & DESK ACCESSORIES*  
*VISUAL AID PRODUCTS*  
*RECORDS STORAGE*  
*OFFICE FURNITURE*

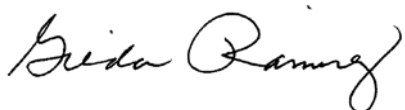
This registration covers only the company that is listed in this letter and on the attached certificate. It does not cover any other company with which you may be associated.

The expiration date which appears on this registration letter and attached certificate will be superseded by your Small Business "graduation" date.

If there are any changes regarding the information provided in the submission of the application to register for the Small Business Development Program, you must immediately (within 30 days of such changes) notify the Small Business Development Department in writing. The Port of Houston Authority reserves the right to conduct a compliance review at any time to confirm eligibility. Small Business Development participation may be suspended upon findings of ineligibility.

The Small Business Development Program's office is located at the Executive Office of the Port of Houston Authority at 111 East Loop North, Houston, Texas 77029. If you have any questions or concerns in regards to your certification, please contact our **Certification Specialist, Akilah Hicks at 713-670-2618**. To inquire about upcoming business opportunities, projects, pre-bid meetings and/or bid deadlines, please visit our web-site at <http://porthouston.com/portweb/>. Should you have any questions concerning the Small Business Development Program Policy and Procedures, a hard copy can be downloaded from our web-site.

Sincerely,



Gilda Ramirez  
Senior Director

Enclosure



# TEJAS OFFICE PRODUCTS

*is duly registered as a*

***Small Business Enterprise***

Effective Date: **1/24/2017**

Expiration Date: **1/31/2018**



A handwritten signature in black ink, reading "Gilda Ramirez", is written over a horizontal line.

Senior Director  
Small Business & Maritime Education