



North Carolina  
Department of Administration

Beverly Eaves Perdue, Governor  
Britt Cobb, Secretary

Office for Historically Underutilized Businesses  
Bridget L. Wall, Asst. to the Secretary  
for HUB Outreach

March 13, 2009

**Daphne Brashear**  
**Island Training Solutions, Inc. (Woman Owned)**  
5102 Durham Chapel Hill Boulevard  
Durham, NC 27707

Dear Daphne Brashear:

We are pleased to announce your firm's approval for verification through our Historically Underutilized Business Program. Your business successfully completed the registration and meets the criteria in accordance with the procedures established by the Department of Administration.

This verification will be effective for two (2) years from the date of this letter. If for any reason there are changes in ownership/control, address or telephone number or to update your good or service, please update your vendor information online by selecting the "Change Vendor Information" menu online at: <http://www.ips.state.nc.us/ips/vendor/vndrlogon.asp> located in **Vendor Link**. You will also need to access the **E-Procurement** system to update your information there also at [www.ncgov.com](http://www.ncgov.com). To access either system, you must have your User IDs and Passwords available.

It is important to note that this verification does not guarantee that your company will automatically receive business from the State. You will still need to aggressively market your business. However, should you need any assistance in your efforts to conduct business with the State of North Carolina, please contact our office at (919) 807-2330.

Again, we appreciate your cooperation in submitting the necessary information for verification.

Sincerely,

Cassandra E. Herndon

HUB Outreach Specialist

Mailing Address:  
Office for Historically Underutilized Businesses  
Department of Administration  
1336 Mail Service Center  
Raleigh, N.C. 27699-1336

Telephone (919) 807-2330  
Fax (919) 807-2335  
State Courier #51-01-00

Location:  
116 West Jones Street  
Administration Building  
Suite 2109  
Raleigh, North Carolina 27603

*An Equal Opportunity/Affirmative Action Employer*