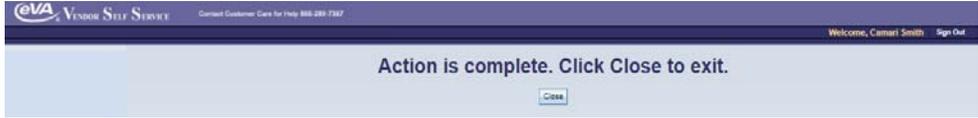
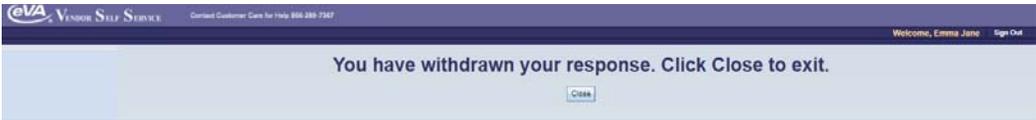


<p>Review & Submit (cont'd)</p>	<p>NOTE: You will receive a “Your response has been submitted. Click Close to exit.” confirmation screen once your response has successfully submitted.</p>  <p>iii. Click Close</p>
<p>5 Verify Acceptance / Review Response</p>	<p>i. From the Home page, Click the My Business dropdown box and click the Responses link (top of page).</p> <p>ii. Find the solicitation number and corresponding Response ID, if labeled “Submitted” your response has been accepted.</p> <p>iii. To Review the response, click the View/Edit Response button and navigate through each step.</p> <p>iv. Click Exit to close out of the response, click Exit once more on the confirmation message.</p> <p>NOTE: You will receive an “Action is now complete. Click Close to exit.”</p>  <p>v. Click the Close button</p>
<p>6 Amend Response</p>	<p>i. From the Home page, click the My Business dropdown box and click the Responses link (top of page).</p> <p>ii. Find the latest version of your solicitation response and click the View/Edit Response button.</p> <p>iii. Click Edit button (top of page), status will now be showing “Not Submitted”</p> <p>iv. Update information as necessary to this page</p> <p>v. Click Next</p> <p>NOTE: Small Business Subcontracting Plan Submission, refer to the instructions provided in the solicitation.</p> <p>vi. Click Next</p> <p>vii. Review response and click Submit</p> <p>viii. Confirm submission of response by clicking the Submit button on pop up.</p> <p>NOTE: You will receive a “Your response has been submitted. Click Close to exit.” confirmation screen once your response has successfully submitted.</p>  <p>ix. Click Close</p>
<p>7 Withdraw Response</p>	<p>i. From the Home page, click the My Business dropdown box and click the Responses link (top of page).</p> <p>ii. Find the latest version of your solicitation response and click the View/Edit Response button.</p> <p>iii. Click Withdraw (top of page)</p>

<p>Withdrawn Response (cont'd)</p>	<p>iv. Confirm and click Withdraw on pop up</p> <p>NOTE: You will receive a “You have withdrawn your response. Click Close to exit.” confirmation screen once your response has successfully submitted.</p>  <p>v. Click Close</p> <p>vi. Status under Response will now be Withdrawn</p>
<p>8 Print Response</p>	<p>i. From the Home page, click the My Business dropdown box and click the Responses link (top of page).</p> <p>ii. Find the latest version of your solicitation response and click the View/Edit Response button.</p> <p>iii. Click the Next button to navigate to Step 3: Review & Submit</p> <p>iv. Click Print</p> <p>v. Click Exit</p>