

**I. Contractor/Principal:**

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

What is the total cost to complete of all Work on Hand?      \$ \_\_\_\_\_ **IMPORTANT**

**II. Bid Bond**
**III. Final Bond**

Date of Bid: \_\_\_\_\_ Contract Amount \$ \_\_\_\_\_

Time of Bid: \_\_\_\_\_ Bond Amount \$ \_\_\_\_\_

% of Bid Bond: \_\_\_\_\_ % of Performance: \_\_\_\_\_ % of Payment: \_\_\_\_\_

Estimated Contract/Bid Price \$ \_\_\_\_\_ Contract Date: \_\_\_\_\_ Contract No.: \_\_\_\_\_

Engineer's Estimate \$ \_\_\_\_\_ Contract Attached — Required: \_\_\_\_\_

Project/Solicitation No. \_\_\_\_\_ Bid Bond Required? Y      N      Negotiated? Y      N

Bid Invitation Attached — Required: \_\_\_\_\_ Bid Results: 2<sup>nd</sup> \_\_\_\_\_

3<sup>rd</sup> \_\_\_\_\_

Bond Form: \_\_\_\_\_ Owner/Obligee Form must be attached — OR — Surety/Generic Form is acceptable

Bond delivery instructions: \_\_\_\_\_ Number of originals: \_\_\_\_\_

**IV. Project Name:**

Project Description: \_\_\_\_\_

Project No.: \_\_\_\_\_

Approx. start date: \_\_\_\_\_ Approx. completion date: \_\_\_\_\_ Time to complete: \_\_\_\_\_

Liquidated damages: Y      N      If yes, amount \$ \_\_\_\_\_ per: \_\_\_\_\_

Length of warranty: \_\_\_\_\_ Subcontractor involved: Y      N      % Subcontracted: \_\_\_\_\_

Address of the Job/Work: \_\_\_\_\_

% Retainage: \_\_\_\_\_ % Material: \_\_\_\_\_ % Labor: \_\_\_\_\_ % Profit: \_\_\_\_\_

**V. Job Owner/Obligee/General contractor:**

*With whom are you signing the contract?*

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**FOR SURETY USE ONLY**

Approved \_\_\_\_\_ Declined \_\_\_\_\_ Rate: \_\_\_\_\_ Conditions: \_\_\_\_\_

By: \_\_\_\_\_ Surety: \_\_\_\_\_

Date: \_\_\_\_\_ Final Bond #: \_\_\_\_\_