



To: _____

Date: _____
Re: _____

Please submit the following:

APPLICATION FOR CONTRACTOR'S BOND

___A) Complete the entire Form as applicable.

FINANCIAL STATEMENTS

___A) See instructions attached for financial statement preparation.

GENERAL AGREEMENT OF INDEMNITY - Forthcoming

MISCELLANEOUS INFORMATION

- ___A) Bank verification: Provide last 3 months bank statements for all business and all personal accounts.
- ___B) Resume (enclosed). Required for all principals of business.
- ___C) Bond Form – Please submit any special bond forms that may be provided.
- ___D) Authorization for Investigation (enclosed).
- ___E) Check(s) payable to Security Bond Associates, Inc. \$ _____
- ___F) Check payable to Bond Investigations, Inc., in the amount of \$100.00
- ___G) Affidavits from Contractor and Oblige (enclosed)
- ___H) A letter of Acceptance from Miami-Dade Water & Sewer Department
- ___I) Copy of Cost Breakdown (as to work being bonded)
- ___J) _____
- ___K) _____
- ___L) _____

The information requested herein is necessary to seek approval of surety credit. The submission of this information in no manner assures that any requested bond will be approved or provided. A complete and accurate submission is necessary to request surety approval. INCOMPLETE INFORMATION DELAYS THE UNDERWRITING PROCESS.

**Burton Harris,
Senior Underwriter**

APPLICATION MUST BE ANSWERED IN ITS ENTIRETY ON THE INITIAL SUBMISSION ONLY

COMPANY INFORMATION

1.) Contractor's Trade Name: _____ Employer's I.D. Number: _____

2.) Business Address: _____
NUMBER, STREET, CITY, STATE, ZIP

Phone: _____ Fax: _____ Email: _____

3.) If Company is a Partnership, Name All Partners: If a Corporation, Name all Officers.

NAME	HOME ADDRESS, CITY, STATE, ZIP	PHONE	TITLE	% OF OWNERSHIP

Year and State of Incorporation (if applicable) _____ Year Business started: _____ Fiscal Year End: _____

4.) Largest Contracts Completed within Past Two Years (Please, include Project Name)

OBLIGEE, NUMBER, STREET, CITY, STATE, ZIP	PHONE	PROJECT NAME	CONTRACT AMOUNT	IF BONDED, WITH WHOM	DATE COMPLETED
			\$		
			\$		
			\$		
			\$		
			\$		
			\$		

5.) Has Contractor been previously bonded? _____ If Yes, with what Surety Company? _____
 Reason for Change _____

6.) Has contractor had major disputes or ever failed to complete job on schedule? _____ (If Yes, attach specifics)

7.) Has any bond application been declined? _____ (If Yes, attach specifics) _____

8.) Are any Mechanics' Liens, Judgments, Law Suits or Claims pending on completed or uncompleted work? _____
 (If Yes, attach specifics)

9.) Prime Suppliers

NAME	NUMBER, STREET, CITY, STATE, ZIP	PHONE

10.) Name, Address, and Phone of your Accountant: _____

FINANCIAL STATEMENT REQUIREMENTS

BUSINESS FINANCIAL STATEMENTS

A copy of the last three Fiscal or Calendar Year-End Financial Statements and Tax Returns are required.

Submissions up to \$100,000 . . .

Current In House or Independent Account Prepared Financial Statements will be accepted. They should contain a Balance Sheet and an Income Statement.

Submissions up to \$500,000 . . .

Current C.P.A. prepared Compilation report will be required. The Financial Statements should contain a Balance Sheet and an Income Statement, Statement of Cash Flows and Notes to the Financial Statements.

Submissions in excess of \$500,000 . . .

Current C.P.A. prepared Review report will be required. The Financial Statements Should contain a Balance Sheet, Income Statement, Statement of Cash Flows and Notes to the Financial Statements.

In all instances, other than In House or Independent Accountant Prepared, the Financial Statements **must use the Percentage of Completion Method of income recognition.**

PERSONAL FINANCIAL STATEMENTS

Required for individual applicant and/or all partners and/or all stockholders. Personal Statements must be current and signed by the principal and spouse. **ENCLOSED FORM MUST BE SIGNED** along with Social Security numbers, and may be attached to Personal Financial Statement completed on a different form.

PERSONAL FINANCIAL STATEMENT

Confidential

TO: _____ Social Security Number _____ Date of Birth _____
 Name: _____ - - - - - / /
 Social Security Number _____ Date of Birth _____
 Spouse: _____ - - - - - / /

Residence Address: _____ City: _____ State: _____
 Previous Residence Address: _____ City: _____ State: _____

The following is submitted for the purpose of procuring, establishing and maintaining credit with you on behalf of the undersigned or persons, firms or corporations in whose behalf the undersigned may either severally or jointly with others execute a guaranty in your favor. The undersigned warrants that this financial statement is true and correct and that you may consider this statement as continuing to be true and correct until a written notice of change is given to you by the undersigned.

Completed as of _____, 20____

PLEASE DO NOT LEAVE ANY QUESTIONS UNANSWERED. USE "NO" OR "NONE" WHERE NECESSARY

ASSETS	In Even Dollars			LIABILITIES	In Even Dollars		
Cash in banks				Notes Payable to banks - secured			
Marketable Securities - see Schedule A				Notes Payable to banks - unsecured			
Non-Marketable Securities - see Schedule E				Due to brokers			
Securities held by broker in margin accounts				Amounts payable to others - secured			
Restricted or controlled stocks				Amounts payable to others - unsecured			
Partial Interest in Real Estate Equities - see Schedule D "market value"				Accounts and Bills due			
Real Estate Owned - see Schedule C "market value"				Unpaid Income Tax			
Loans Receivable				Other unpaid taxes and interest			
Automobiles and other personal property				Real Estate mortgages payable - see Schedule C "total mortgage due"			
Cash Value - life insurance - see Schedule B				Other Debts - itemize:			
Other assets - itemize:							
				TOTAL LIABILITIES			
				NET WORTH			
TOTAL ASSETS				TOTAL LIABILITIES AND NET WORTH			

Are all bad and doubtful assets excluded from this statement? _____ If no, explain: _____

Income Taxes settled through what date? _____ Additional Assessments \$ _____

ANNUAL SOURCE OF INCOME	PERSONAL INFORMATION
Salary, bonus & commissions \$	Do you have a will? If Yes, name of Executor.
Dividends	
Real Estate Income	Are you a partner or officer in any other venture?
Other Income	
	Married Age Minor Children
	Single Other Dependents
TOTAL \$	
CONTINGENT LIABILITIES	GENERAL INFORMATION
Do you have any contingent liabilities? If Yes, give details.	Are any assets pledge?
As endorser, co-maker or guarantor \$	Are you a defendant in any suits or legal actions?
On leases or contracts \$	
Legal Claims \$	Personal bank accounts carried at:
Other special debt \$	
Amount of contested income tax liens \$	Have you ever taken bankruptcy? Explain:
	Have any companies you were an officer of or partner in ever failed or taken bankruptcy? Explain:

(COMPLETE SCHEDULES AND SIGN ON NEXT PAGE)

SCHEDULE A – U.S. GOVERNMENTS AND MARKETABLE SECURITIES

No. of Shares or Face Value (Bonds)	Description	In Name of	Market Value

SCHEDULE B – LIFE INSURANCE CARRIED, INCL. GROUP INSURANCE

Face Amount	Name of Company	Beneficiary	Cash Surrender Value	Loans

SCHEDULE C - REAL ESTATE OWNED

Description of Property and Improvements	Date Acquired	Title in Name of	Cost	Market Value	Total Mortgage due	
					Amount	Maturity

SCHEDULE D - PARTIAL INTERESTS IN REAL ESTATE EQUITIES

Location of Property	% of Ownership	Type	Yr. of Purch.	Cost (C) or Market (M)	Mortgage	Value of Equity

SCHEDULE E – NON-MARKETABLE SECURITIES

Description of Securities	No. of Shares Owned	Dated:	Book Value Per Financial Statement	No. of Shares Outstanding	Total Value

SCHEDULE F – NAMES OF BANKS OR FINANCE COMPANIES WHERE CREDIT HAS BEEN OBTAINED

Name	Date	High Credit	Owe Currently	Secured or Unsecured

The undersigned certifies that both sides hereof and the information inserted has been carefully read and is true, correct and complete. In addition, Security Bond Associates, Inc. and/or Bond Investigations, Inc. are hereby authorized to request from any credit reporting agency any information that Security Bond Associates, Inc. and/or Bond Investigations Inc. may feel necessary in the course of their investigation.

SIGNATURE: _____
Principal

_____, 20____
DATE SIGNED

SIGNATURE: _____
Spouse

State of _____ Subscribed and sworn to before me this _____ day of _____ 20____

County of _____

Notary Public

(Use Additional Schedules When Necessary)

RESUME

PRINCIPAL _____

HOME ADDRESS _____

CITY, COUNTY, STATE, ZIP _____

TELEPHONE _____

PERSONAL DATA

HEIGHT _____

WEIGHT _____

DATE OF BIRTH _____

HEALTH _____

MARITAL STATUS _____

MILITARY _____

EDUCATION

BUSINESS AND PROFESSIONAL EXPERIENCE

FROM: _____ to _____ _____

FROM: _____ to _____ _____

FROM: _____ to PRESENT _____

CURRENT CONTRACTOR LICENSES: _____

VOLUNTEER ACTIVITIES: _____

PERSONAL REFERENCES: _____

(Attach additional information as necessary)

Bond Investigations, Inc.
10131 S.W. 40th Street
Miami, Florida 33165-3947

Gentlemen:

This letter is to advise you that I consent to the payment of a One Hundred Dollar (\$100.00) fee to cover the additional work and effort involved in the setting up of my bond account, credit reports, and investigations. I recognize the fact that this charge does not in anyway guarantee that I will be able to obtain bonds and is in addition to any premium that may be charged for a bond.

Yours truly,

SIGNATURE: _____ TITLE: _____

COMPANY: _____ DATE: _____

AFFIDAVIT FROM CONTRACTOR

STATE OF FLORIDA

DATE: _____

COUNTY OF _____

BEFORE ME, the undersigned authority, personally appeared _____
(Your Name)
who, after being duly sworn, deposes and says;

1) That I am the _____ of _____ and as such am
(Title) (Your Company Name)
personally familiar with that certain construction project known as _____
_____ and located in the City of _____, _____;

2) That _____ is the _____ of the
(Obligee Name) (G.C./Owner)
project described in paragraph 1 above;

3) That the _____ has entered in to a contract with _____
(G.C./Owner) (Your Company Name)
_____ to construct improvements upon said project which contract requires
Name)
that _____ provide a _____
(Your Company Name) (Type of Bond/Consent of Surety)

4) In connection with the aforesaid contract, all work performed by _____
(Your Company Name)
_____ has been _____% completed, accepted and appears in all respects
Name)
to be in conformity with the aforesaid contract, the project plans and specifications and addenda
thereto, if any;

5) That the following subcontractors, materialmen and those more remote have performed
all or a part of the work in connection with the aforesaid contract, at the direct or
indirect request of _____ and each are paid in full as
(Your Company Name)
of the date hereof:

6) That _____ releases of lien from those enumerated in paragraph 5 above are
(Partial/Final)
hereto attached and make a part hereof ;

7) That all labor, payroll taxes, insurance and union fringe benefits, if any, are currently paid.

(SEAL)

By: _____

Sworn to and subscribed before me
This _____ day of _____, 20____.

Notary Public (Print Name) (Stamp)

Notary Public (Signature)
My Commission Expires: _____

AFFIDAVIT FROM OBLIGEE

STATE OF FLORIDA

DATE: _____

COUNTY OF _____

BEFORE ME, the undersigned authority, personally appeared _____
(Your Name)

who, after being duly sworn, deposes and says;

1) That I am the _____ of _____ and as such am
(Title) (Your Company Name)
personally familiar with that certain construction project known as _____
_____ and located in the City of _____;

2) That _____ is the _____ of the
(Company Name of G.C./Sub-Contractor) (G.C./Sub-Contractor)
project described in paragraph 1 above;

3) That the _____ has entered in to a contract with _____
(G.C./Sub-Contractor)
_____ to construct improvements upon said project which contract requires
(Your Company Name)
that the _____ provide a _____
(G.C./Sub-Contractor) (Type of Bond/Consent of Surety)

4) In connection with the aforesaid contract, all work performed by the _____
(G.C./Sub-Contractor)
has been _____% completed, accepted and appears in all respects to be in conformity with the
aforesaid contract, the project plans and specifications and addenda thereto, if any;

5) That the performance under the aforesaid contract equals or exceeds the funds already
paid to the _____ in connection therewith;
(G.C./Sub-Contractor)

6) That no claims of lien in connection with the performance of the aforesaid contract has
been filed against the premises, and the affiant is unaware of any complaints of non-payment
for labor and/or material associated with the performance rendered by the _____
(G.C./Sub-Contractor)
in connection with the aforesaid contract.

(SEAL)

By: _____

Sworn to and subscribed before me
This _____ day of _____, 20_____.

Notary Public (Print Name) (Stamp)

Notary Public (Signature)
My Commission Expires: _____