

CONTRACT BONDS

Thank you for giving Bond Brokers the opportunity to consider your account for bonding.

In essence, surety is a credit relationship. Because of this, applying for a bond is similar to applying for a bank loan.

Sufficient time is needed to carefully consider all aspects of your submission. The more information you provide with this submission, the sooner a decision can be made. Analysis can be very time consuming, particularly if all items are not included in your submission.

Please provide us with the following information:

- 1) Contractor Questionnaire (included)**
- 2) Personal financial statement for all owners (included)**
- 3) Resumes for all owners & key personnel (included)**
- 4) Work-on-Hand Schedule for bonded & unbonded jobs (included)**
- 5) Business Financial Statements:**
Provide copies of the company's fiscal year end financial statements for the last three years.
If the most recent year end statement is older than six months, please include an interim statement.
- 6) Bank Information:**
Evidence of borrowing capacity and/or lines of credit is required from your bank.
- 7) References**
Please include letters of reference from suppliers and previous jobs, if available.

Additional information may be required after the underwriter's review.

CONTRACTOR QUESTIONNAIRE

- 1) Name of Firm: _____
- 2) Address: _____

- 3) Federal ID # : _____ 4) Fiscal Year End: _____
- 5a) Phone: _____ 5b) Fax: _____
- 6) Construction Specialty: _____
- 7) Contact Person: _____ 8) Title: _____
- 9) Business Type: Corporation Partnership Proprietor Sub S Corporation
- 10) Year Started: _____ 11) Percentage of Work _____ % Public
_____ % Private
- 12) Has your firm or any of its principals ever petitioned for bankruptcy, failed in business or defaulted so as to causes loss to a surety? Yes No
If yes, please explain: _____
- 13) If your firm or its owners currently involved in any litigation? Yes No
If yes, please explain: _____
- 14) What percentage of your work is normally subcontracted: _____ %
- 15) What trades to you normally subcontract? _____
- 16) What is the largest amount of uncompleted work on hand in the past?
Amount: \$ _____ Year: _____
- 17) What is the largest job you expect to do during the next year? \$ _____
- 18) What is the largest uncompleted work program expected during the next year?
\$ _____

19) List corporate officers, partners, or proprietors of your firm: (or any person owning 5% or more)

NAME	SS#	POSITION	% OWNED	NAME OF SPOUSE
A _____	_____	_____	_____	_____
B _____	_____	_____	_____	_____
C _____	_____	_____	_____	_____
D _____	_____	_____	_____	_____

20) List your three largest contracts:

JOB NAME	BONDED?	COMPLETION DATE	CONTRACT AMOUNT
A _____	_____	_____	_____

Contact Person _____ Phone: _____

B _____
 Contact Person _____ Phone: _____

C _____
 Contact Person _____ Phone: _____

21) List your four major suppliers:

NAME	CONTACT PERSON	TELEPHONE	CREDIT AMOUNT
A _____	_____	_____	_____
B _____	_____	_____	_____
C _____	_____	_____	_____
D _____	_____	_____	_____

22) Name of your CPA: _____

23) Address: _____

Phone: _____

(city) (state) (zip)

24) Basis taxes are paid? Cash Completed Job Accrual % of Completion

25) Basis financial statements prepare? Cash Completed Job Accrual % of Completion

26) Level financial statements prepared on? In House CPA Audit Review Compilation

27) Name of your bank: _____

28) Address: _____

Phone: _____

(city) (state) (zip)

29) Line of credit amount? \$ _____ 30) Expiration date: _____

31) Amount in use (#26): \$ _____ 32) How secured? _____

33) Annual gross sales for last three years:

A _____ 19__ B _____ 19__ C _____ 19__

34) Previous surety company: _____

35) Reason for leaving: _____

I/We attest that all information contained in this questionnaire is true to the best of M/Our knowledge and I/We authorize National American Insurance Company, Statewide Surety and/or any of their agents or companies to investigate My/Our herein contained responses and check My/Our credit with any creditors and /or lending institutions and /or credit bureau services.

Signed this _____ day of _____, 19 _____

Company Name

Signature of Witness/Attestant

Signature of principal

PERSONAL FINANCIAL STATEMENT

NOTE: This form is to be used for Personal Financial Statements only, not to be used for Business Statements.

Personal financial Statement of _____ Social Security # _____
(Name)

(Street, Address, City, State, Zip)
(Name of Spouse) Home Phone # _____ Business Phone # _____

AS OF _____, 19_____
(Date)

CURRENT ASSETS		CURRENT LIABILITIES	
Cash on hand (not in bank)		Notes payable to (Name & address)	
Cash in following banks (Name & Address)			
		Sales contracts & chattel mtgs. (Attach Description)	
Stocks and bonds (Schedule 1)		Accounts payable	
Accounts receivable (Schedule 2)		Current portion of long term debt	
Notes receivable (Schedule 3)		Other current liabilities (Attach Description)	
		Prior year's income taxes unpaid	
		Real estate taxes paid	
TOTAL CURRENT ASSETS		TOTAL CURRENT LIABILITIES	
FIXED ASSETS		LONG TERM LIABILITIES	
Real estate (Schedule 4)		Real estate debt (Schedule 4):	
Residence		Residence	
Other		Other	
Cash value of life insurance (Schedule 5)		Borrowed on life insurance (Schedule 5)	
Other assets and investments (Attach Description)		Other long term debt (Attach Description)	
TOTAL FIXED ASSETS		TOTAL LONG TERM LIABILITIES	
TOTAL ASSETS		TOTAL LIABILITIES	
		NET WORTH	

CONTINGENT LIABILITIES	
FOR ENDORSEMENTS OR GUARANTEES \$ _____	FOR OTHER PURPOSES \$ _____
GIVE DETAILS _____	

SCHEDULE #1 – STOCKS AND BONDS

Name of Security	# of Shares	If any pledged, State to Whom and for What Purpose	Dividends Paid Last Two Days	Market Value	Book Value
TOTALS				\$	\$

SCHEDULE #2 – ACCOUNTS RECEIVABLE

Name & Address (Street & City) From Whom Due	For What is it Due	When Sold	When Due	Amount
TOTAL				\$

SCHEDULE #3 – NOTES RECEIVABLE

Name & Address (Street & City) From Whom Due	For What is it Due	How Secured	Date	Maturity	Amount
TOTAL					\$

SCHEDULE #4 – REAL ESTATE

Description of Property	Title in Name Of	Market Value	Cost	Date Acquired	Cost	Maturity	Amount
TOTALS			\$		\$		\$

SCHEDULE #5 – LIFE INSURANCE – CASH VALUE

Name of Company	Policy Number	Name of Insured	Beneficiary	Face value	Cash Value	Amount Borrowed

INCOME / EXPENSE INFORMATION

SOURCES OF CASH	Last Year 19__	This Year 19__	Projected Next Year 19__	USES OF CASH	This Year 19__	Projected Next Year 19__
Commissions, Bonus, Etc.				Other Payroll Deductions		
Interest & Dividends				Living Expenses & Misc.		
Rental Income				Rental Expenses		
Oil & Gas Rev. after Op. Exp.				Oil/Gas Cap Expend.		
Other Business Income				Other Business Expenses		
Other:				Other:		
SUBTOTAL				SUBTOTAL		
Commissions, Bonus, Etc.				Regular/Sched. Payments		
Sale of Assets				Other Interest		
Tax Refund				Other Principal		
Other				Contingent Liability		
TOTAL CASH SOURCES				TOTAL CASH USES		
				NET CASH FLOW		

PRINCIPAL SIGNATURE _____ DATE _____

SPOUSE SIGNATURE _____ DATE _____

RESUME FOR _____

CURRENT COMPANY _____

TITLE _____

ADDRESS _____

EDUCATION

HIGH SCHOOL _____ GRADUATE YES / NO

COLLEGE OR TECH. SCHOOL _____ GRADUATE YES / NO

DEGREE _____ IF NO DEGREE, # HOURS _____

CERTIFICATES _____

CONSTRUCTION EXPERIENCE

COMPANY NAME _____ FROM _____ TO _____

RESPONSIBILITIES _____

COMPANY NAME _____ FROM _____ TO _____

RESPONSIBILITIES _____

COMPANY NAME _____ FROM _____ TO _____

RESPONSIBILITIES _____

I HAVE BEEN THE (TITLE) _____ FOR CURRENT COMPANY FOR _____ YEARS.

I AM RESPONSIBLE FOR _____

DURING THE TIME I HAVE BEEN WITH THE CURRENT COMPANY, WE HAVE SUCCESSFULLY COMPLETED APPROXIMATELY _____ PROJECTS RANGING IN SIZE FROM \$ _____ TO \$ _____.

SIGN AND PRINT / TYPE NAME

DATE

CONTRACTOR FINANCIAL STATEMENT

DATE OF STATEMENT: December 20, 1999

CHECK ONE: Owner Partnership Corporation

TO

FROM

NAME

NAME

ADDRESS

ADDRESS

CITY/STATE/ZIP

CITY/STATE/ZIP

PHONE

TYPE OF BUSINESS

OWNER, PARTNER, OR OFFICER

HOME ADDRESS

TITLE

For the purpose of procuring credit from time to time with you, we furnish the following as a true and correct statement of our financial condition on date named above, and hereby agree to notify you immediately in writing of any materially unfavorable change in our financial condition. In the absence of such notice or a new and full written statement, this is to be considered as a continuing statement, and that our pecuniary responsibility has not fallen below the condition herein set forth.

ASSETS		LIABILITIES	
CASH IN		ACCOUNTS PAYABLE	
CASH ON HAND		NOTES PAYABLE	
ACCOUNTS RECEIVABLE		ACCRUALS	
NOTES RECEIVABLE		OTHER	
INVENTORIES, MATERIALS & SUPPLIES			
OTHER			
		TOTAL CURRENT LIABILITIES	
TOTAL CURRENT ASSETS		MORTGAGES	
MACHINERY AND EQUIPMENT		OTHER	
REAL ESTATE		TOTAL LIABILITIES	
PREPAID AND DEFERRED CHARGES		NET WORTH	
OTHER			
TOTAL FIXED ASSETS		TOTAL LIABILITIES & CAPITAL	

REMARKS

Dated this _____ day of _____, 19____

(NAME OF CORPORATION, PARTNERSHIP, OR INDIVIDUAL)

By

(SIGNATURE OF OFFICER, PARTNER, OR INDIVIDUAL)

(TITLE)