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Bid Bond Request Form

Please include the following items with your bid bond request:

- ✓ Job Cost Breakdown
- ✓ Invitation to Bid/ Solicitation including any Bond Forms
- ✓ Current Work on Hand

Principal:_____

Bid Date:_____ Time:_____

Obligee:_____

Obligee's Complete Address:_____

Job Description:_____

_____

Project Location:_____
Street *City* *County* *State* *Zip*

Estimated Bid Amount:_____ Invitation #:_____

Bid % of Bid Guarantee Amount: ☐ 5% ☐ 10% ☐ 20% ☐ Other:_____

Time to Complete:_____ Liquidated Damages:_____

Estimated Start Date:_____ Estimated Completion Date:_____

Percentage Subbed: 0% Trades Subbed:_____

Maintenance Period:_____ Uncompleted Work on Hand:_____

Payment and Performance Bond Requirement if other than 100%:_____

Does the Obligee have their own bond form? ☐ Yes ☐ No **If yes, please provide forms.**

Does the Obligee have special requirements pertaining to the surety company (e.g., Best Rating or T-Listing)?

_____

Mode of Delivery: ☐ Mail ☐ Pick Up ☐ FedEx ☐ UPS ☐ Other:_____

Account # for Express Mail Service:_____

I have carefully reviewed my bid specifications and bond requirements and the above information is correct. I will also provide the bid results by name of bidder and their amount immediately following the bid opening.

_____ _____
Principal Signature Date