

Subdivision Bond Submission General Information Requirements

DEVELOPERS GENERAL INFORMATION

- **Complete Developers Bond Questionnaire** (complete following form)
- **Financial Statements for Principal Entity** as well as related entities
- **Financial statements** of all stockholders, partners, owners, etc.
- **Partnership agreement** (if applicable)
- **Current Work-On-Hand schedule** (complete following form)

PROJECT OUTLINE

- **Completed Subdivision Questionnaire** (complete following form)
- **Engineer Estimates** of costs to complete bonded improvements
- **Copy of contract(s)** between developer and contractor(s) performing actual bonded improvements
- **Vicinity map**
- **Subdivision agreement**
- **Required bond forms** Copy of Lender's set-aside letter form



Developers Bond Questionnaire

The purpose of this questionnaire is to assist us, and the designated surety company, in evaluating your qualifications for the desired bond credit. For your benefit, please complete this form as accurately and completely as possible. If space is insufficient, please attach additional pages.

Developer (Principal) _____
 Address _____

 Phone _____ Fax _____
 E-mail _____ Web Site _____

Individual Partnership Corporation Joint Venture

PRINCIPAL INFORMATION

1. Principal's Name (Spouse) _____ Title _____
 Address _____

 DOB _____ SSN _____ % Ownership _____
 Total Years Experience _____ Experience/Firm _____

2. Principal's Name (Spouse) _____ Title _____
 Address _____

 DOB _____ SSN _____ % Ownership _____
 Total Years Experience _____ Experience/Firm _____

3. Principal's Name (Spouse) _____ Title _____
 Address _____

 DOB _____ SSN _____ % Ownership _____
 Total Years Experience _____ Experience/Firm _____

Has any principal ever defaulted on contract? Yes No

- If yes, explain: _____

Business Started _____ Date Incorporated _____

Any joint ventures in the past? Yes No Anticipated? Yes No

KEY PERSONNEL

Name	Position	Age	Experience



Developers Bond Questionnaire

LARGEST PROJECTS COMPLETED DURING PAST SIX (6) YEARS

Project Name & Location	# of Units	\$ Amount of Offsites	Date Completed

CURRENT PROJECTS UNDERWAY

Project Name & Location	# of Units	\$ Amount of Offsites	Date Completed

CREDIT REFERENCES

Lender	Location	Loan Officer	Phone #	Line of Credit or Max Line Extended

Subcontractor	Location	Contact	Phone #

Other (title companies, major supplies, etc.)	Location	Contact	Phone #

Have there been any suits or judgments in the last 2 years? Yes No

• If yes, explain _____

Previous Surety _____ Date last used _____

Has any surety ever declined to furnish you or your company a bond? Yes No

• If yes, explain _____

Is principal a subsidiary, parent or holding company of any other companies?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• If yes, explain _____				
Has principal(s) ever failed to complete or had demand against its surety?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• If yes, explain _____				
Has principal(s) or owner(s) ever experienced bankruptcy or receivership?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
• If yes, explain _____				



Subdivision Bond Questionnaire

We appreciate the opportunity to be the broker of record in providing surety bond credit to your company. The purpose of this questionnaire is to assist us, and the designated surety company, in evaluating your qualifications for the desired bond credit. For your benefit, please complete this form as accurately and completely as possible. If space is insufficient, please attach additional pages.

DEVELOPER INFORMATION

Developer (Principal) _____

Subdivision Name _____ Location _____

Tract Number _____ Number of Units _____

Selling Price of Units: From \$ _____ to \$ _____ Product Type _____

Anticipated Start Date _____ Completion Date _____

Improvements	Cost	Name of Contractor	Bonded? Y/N
Engineering	\$		
Grading			
Streets, curbs, etc.			
Water			
Sewer			
Utilities			
Other (specify)			

Obligee (Municipality Requiring Bonds) _____

Address _____

Type of Bond(s) Needed	Performance	Labor & Materials
Grading Improvements	\$	\$
Street Improvements		
Water Improvements		
Sewer Improvements		
Storm Drain		
Monument		
Maintenance Guarantee		
Property Tax		
Other (specify)		

LENDER INFORMATION

Lender _____ Loan Officer _____

Address _____ Phone Number _____

Type of Disbursement Cashier's Check Voucher Staged Reimbursement

Total Construction Loan \$ _____ Total Set Aside for Improvements \$ _____

Is a set-aside letter available? Yes No (Attach copy of lender's form)

Attach the following information if available:

- | | |
|--|--|
| <input type="checkbox"/> Engineers Estimate of Cost to Complete Offsite Improvements | <input type="checkbox"/> Required Bond Forms |
| <input type="checkbox"/> Joint Venture and/or Partnership Agreements (if applicable) | <input type="checkbox"/> Vicinity Map |
| <input type="checkbox"/> Subdivision Agreement | _____ |



Work-on-Hand

Name of Contractor _____ Work-on-Hand as of _____

Uncompleted Contracts Contract Description and Location	A	B	C	D	E	F
	Contract Price Including Approved Change Orders	Original Estimated Profit at Time of Bid	Billed to Date Including Retainage (1)	Costs to Date	Estimated Costs to Complete	Estimated Completion Date

Contracts Completed Since Last Fiscal Closing Statement

Contract Description and Location	Final Price	Contract	Total Cost	Gross Loss	Profit or

1. Do not include claims or disputed items. If desired, attach an explanation.
 2. ALL PROJECTS SHOULD BE LISTED: Bonded, non-bonded, lump sum and cost plus.
 3. COSTS should be entered consistent with financial statement (Profit & Loss Report) allocation, excluding general and administrative (specifically unallocated) overhead.