



**Applicant Information**

**Site Improvement and Subdivision Bond Questionnaire**

Applicant(s) Name in Full:		Social Security #	FEIN #
Applicant(s) Address:		Has Applicant(s) Ever Filed for Bankruptcy? YES – Explain      NO	
Applicant(s) Telephone Number:	Applicant(s) EMAIL Address:		
Number of years in business:	Number of years of related industry experience:		
Applicant(s) Structure:			
Individual	Sole Proprietorship	Corporation C	Corporation S
Non-Profit	School-University	Other	(Briefly describe) _____
Partnership      LLC      Joint Venture			
Name of Prior Surety(ies) (if applicable):			
Experience (List the three largest projects completed in the last 5 years)			
Name and Location:	Value of Improvements: \$	Date Completed:	
Name and Location:	Value of Improvements: \$	Date Completed:	
Name and Location:	Value of Improvements: \$	Date Completed:	
Project Type: Commercial      Residential			
Address:		Project Number:	
Nature of improvements (concise summary of proposed work):			
Estimated cost of required improvements: \$			
Date the work is to commence:	Estimated completion date:	Maintenance Period:	
Lender/Finance Company Name:		Loan Amount: \$	
Loan Officer:	Phone Number:	Email:	
Will these funds be deposited in an escrow or impound account, and disbursed directly to the improvement contractors?    Yes    No			
Are any of the improvement contractors to be bonded back to the applicant?    Yes    No			
If yes, type of work to be bonded back:		Total dollar amount to be bonded? \$	
Bond amount: \$	Does the obligee require their own bond form? (If yes, please provide the bond form)	Yes	No
Obligee(s) complete mailing address including zip code:			
If applicant is an entity, provide a listing of all individual owners, percent ownership and social security number:			
Name _____	Percent ownership _____	Social Security # _____	
Name _____	Percent ownership _____	Social Security # _____	
Name _____	Percent ownership _____	Social Security # _____	
Name _____	Percent ownership _____	Social Security # _____	
Name _____	Percent ownership _____	Social Security # _____	

***Please provide details relating to any questions answered "yes"***

\*Is the applicant(s) a **non-U.S.** Citizen or Business?    yes    no

\*Has any applicant(s) ever been convicted of a felony or crime involving dishonesty, including theft or fraud?    yes    no

\*Has any applicant(s) ever had a bond claim filed or paid against them?    yes    no

\*Does any applicant(s) have any suits, liens or judgments filed against them?    yes    no

\*Has the requested bond been declined by another Surety Company?    yes    no

Date: \_\_\_\_\_ Applicant: \_\_\_\_\_

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

**Agency Data (To be completed by Agency)**

Agency Name:

Phone Number:

Is Applicant an Existing Insurance Account?    yes    no

Length of Relationship:

Comments/Recommendations:

**ADDITIONAL ITEMS REQUIRED**

1. Copy of the last two (2) years CPA prepared fiscal year-end financial statements. If a CPA prepared statement is not available, please provide an in house prepared fiscal year-end statement and most recent tax returns.
2. Personal Financial Statement and tax return for each owner
3. Copy of Entity Organizational Documents for Applicant (Articles of Incorporation, Partnership Agreement, Joint Venture Agreement and other similar defining documents)
4. Resumes of owners, principals and/or officers
5. Financing Commitment or Letter of Intent from Construction Lender
6. Signed Leases or Presale agreements (if applicable)
7. Copy of the Township's approval and civil engineer's estimate of improvement costs
8. Subdivision Agreement (if applicable)
9. Map showing location of property

Providing these documents will assist your underwriter in making a prompt and complete evaluation of your bond request. Thank you.