Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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.

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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)

____________________________ Home Phone # _________ Business Phone # _______________
(Name of Spouse)

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	$	$

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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__**
Salary & Wages				Income Taxes & FICA		
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 ________________

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

SCHEDULE OF UNCOMPLETED WORK (ALL WORK – BONDED & UNBONDED)

NAME:				DATE:			
OBLIGEE – PERSON TO CONTACT – PHONE	BONDED?	START DATE	COMP. DATE	CONTRACT PRICE	BILLED TO DATE	COST TO DATE	COST TO COMPLETE
COLUMN TOTALS:							
COMMENTS							
				SIGNATURE:			

Bond Brokers, Inc. • 6160 N. Cicero Avenue • Chicago, Illinois 60646
Phone: 773/736-2320 • Fax: 773/736-0835

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		
			MORTGAGES		
TOTAL CURRENT ASSETS			OTHER		
MACHINERY AND EQUIPMENT			TOTAL LIABILITIES		
REAL ESTATE			NET WORTH		
PREPAID AND DEFERRED CHARGES					
OTHER					
TOTAL FIXED ASSETS			TOTAL LIABILITIES & CAPITAL		

REMARKS

Dated this ___________ day of _______________________, 19________

_______________________________________ By _______________________________________

(NAME OF CORPORATION, PARTNERSHIP, OR INDIVIDUAL) (SIGNATURE OF OFFICER, PARTNER, OR INDIVIDUAL) (TITLE)