



# PERFORMANCE BOND REQUEST FORM

**PLEASE SEND VIA EMAIL TO ANNAB@ACSBONDING.COM OR FAX TO 201-661-73634**

DATE: \_\_\_\_\_

**SECTION A: CONTRACT INFORMATION** THIS SECTION MUST BE FULLY COMPLETED

**PRINCIPAL:** \_\_\_\_\_  
(Your Company)

**PRINCIPAL ADDRESS:** \_\_\_\_\_  
Street address City State Zip

**OBLIGEE:** \_\_\_\_\_  
(Entity the work is for)

**OBLIGEE ADDRESS:** \_\_\_\_\_  
Street address City State Zip

**COMPLETE JOB DESCRIPTION** (INCLUDING TYPE OF WORK, JOB LOCATION, CONTRACT NUMBER) - **\*attach contract if possible\*** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_ **Bond Penalty Amount:** \_\_\_\_\_

**SPECIAL FORMS TO BE APPROVED BY UNDERWRITER:** YES  NO

**CONTRACT DATE:** \_\_\_\_\_ **START DATE:** \_\_\_\_\_ **COMPLETION DATE:** \_\_\_\_\_ **BOND TERM:** \_\_\_\_\_

**HOW WAS THE JOB BID?** Bid Bond  Bid Date: \_\_\_\_\_ Certified Check:  Negotiated:

**BID RESULTS:** 2<sup>ND</sup> LOW BIDDER: \$ \_\_\_\_\_ 3<sup>RD</sup> LOW BIDDER: \$ \_\_\_\_\_

**SECTION B: WORK IN PROGRESS**

**PERCENTAGE OF WORK SUBCONTRACTED OUT** \_\_\_\_\_ (ATTACH BREAKDOWN)

**DOLLAR AMOUNT OF WORK IN PROGRESS:** (ATTACH CURRENT LIST IF AVAILABLE)

**BONDED WORK \$** \_\_\_\_\_ **UNBONDED WORK (PRIVATE JOBS) \$** \_\_\_\_\_

**SECTION C: DELIVERY METHOD PREFERRED**

**MAILING INSTRUCTIONS:** (PLEASE PROVIDE MAILING ADDRESS IF DIFFERENT THAN THE ADDRESS ABOVE)

**PICK UP:**  **NEED BY:** \_\_\_\_\_ **TIME:** \_\_\_\_\_  
**MAIL:**  **NEED BY:** \_\_\_\_\_ **TO:** \_\_\_\_\_  
**OVERNIGHT**  **NEED BY:** \_\_\_\_\_ **TO:** \_\_\_\_\_

**FEDEX or UPS ACCOUNT #** \_\_\_\_\_

\*\*\*\*\*  
**CONDITIONS:** \_\_\_\_\_

**BOND APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**BOND NUMBER:** \_\_\_\_\_

\*\*\*\*\*

The undersigned does hereby authorize Atlantic Coast Surety, LLC and/or its designated Surety to make inquiries as necessary concerning or pertaining to the undersigned's financial standing, credit, or manner of meeting obligations to verify the accuracy of the statements made and to determine credit worthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). A copy of this agreement shall be considered the same as the original. This authorization is to remain in full force until rescinded by the applicant in writing. These statements are made for the purpose of obtaining a bond. I understand false statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (Reference 18 U.S.C. 1001).

**BY:** \_\_\_\_\_ **Date:** \_\_\_\_\_