



3715 Northside Pkwy NW
STE 1-315
Atlanta, GA 30327
800-486-8211
404-351-3237 (F)

www.suretygroup.com
info@suretygroup.com

Payment & Performance Bond Request Form

Please include the following items with your bid bond request:

- ✓ Copy of Contract to include Bond Forms
- ✓ Job Cost Breakdown
- ✓ Bid Results (if applicable)
- ✓ Current work on hand, financial statement, certificate of insurance

Principal: _____

Obligee: _____

Obligee Address: _____

Project Information

Contract Amount: _____ Contract Date: _____

Bond Amount if Different than Contract Amount: _____

Time to Complete: _____ Liquidated Damages: _____

Complete Job Description: _____

Project Location (Complete Address): _____

Percentage Subbed: _____

- Have you worked with your subcontractors before? Yes No
- If not, please provide names, contact information, trades being subbed and amount of subcontract.
- Subcontractor references checked? Yes No
- Are your subcontractors bondable? Yes No

Was the project bid or negotiated? Bid Negotiated If bid, please provide the bid results

Does the Contract require you to use special bond forms? Yes No If yes, please provide.

Does the Contract require more than one copy of the bond? Yes No How Many? _____

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

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

Account # for Express Mail Service: _____

I have carefully reviewed my bond requirements and all of the above listed information is correct.

X _____

Date: _____

Principal Signature & Title



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Job Cost Breakdown

Principal: _____

Project Title: _____

Income and Expenses

Income

<u>Contract Revenue</u>	\$ _____	100	%
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Expenses

<u>Contractors Labor</u>	\$ _____		%
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<u>Materials/Supplier</u>	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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<u>Subcontractor Labor</u>	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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_____	\$ _____		%
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<u>Total from Attached Sheets</u>	\$ _____		%
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_____	\$ _____		%
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<u>Overhead</u>	\$ _____		%
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Total Expenses	\$ _____		
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Profit	\$ _____		
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