

4811 Emerson Avenue, Suite 102
Palatine, IL 60067
Phone: (847) 303-6800
Fax: (847) 303-6963

Date requested ____ / ____ / ____

BOND REQUEST FORM:

(Please Check One) Bid _____ Final _____ Other _____ # Copies Needed _____

Requested By _____

Obligee
(Include Address) _____

For Bid Bonds: Bid Date ____ / ____ / ____ % of Bid Bond _____ Estimated Contract Amount _____

For Final Bonds: Contract Date ____ / ____ / ____ Contract Amount _____

Project Title: _____
(Include Contract #
or Solicitation #) _____

Start Date ____ / ____ / ____ Completion Date ____ / ____ / ____ Liquidated Damages/Penalty _____

% Subcontracted _____ % Retention _____ Warranty Period 1st yr _____ 2nd yr _____
(If longer than 2 yr. maintenance, please advise)

Architect _____

Insurance Requirements Reviewed _____ NO _____ YES

Surety Credit Letter Required _____ NO _____ YES

Current Work-on-Hand (Cost to Complete) _____

For Final Bonds: Please include bid results and a copy of the contract or agreement for review.

Special Bond Form Required (Please Attach a copy):

(If no indication is made we will use AIA form)

Delivery Method (Please Check One): Mail _____ Pickup _____ Other _____