



## Bid Bond Request

### PRINCIPAL INFORMATION

Principal: \_\_\_\_\_

\_\_\_\_\_  
*(Name as it is to appear on bond. Individual/Firm's legal name)*

Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_

Contact Person: \_\_\_\_\_ Fed X # \_\_\_\_\_

\_\_\_\_\_

### OBLIGEE INFORMATION

Obligee: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_

### BOND INFORMATION

Bid Date: \_\_\_\_\_ Time: \_\_\_\_\_

Place: \_\_\_\_\_

Estimated Bid Amount: \$ \_\_\_\_\_ Bid Bond % \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_ Project # \_\_\_\_\_

Engineers Estimate: \$ \_\_\_\_\_ Limited Warranty \_\_\_\_\_

\_\_\_\_\_

Liquidated Damages: \$ \_\_\_\_\_ per \_\_\_\_\_

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Subcontractor: YES /NO Percentage Subbed: \_\_\_\_\_ %

### PLEASE ENCLOSE THE FOLLOWING DOCUMENTS

- € The face sheet of the bid specs
- € Special Bond Forms
- € The bid spec page(s) that refers to the surety and/or bond

### OFFICE USE ONLY

Date Received: \_\_\_\_\_ Date Needed: \_\_\_\_\_

Delivery Instruction: \_\_\_\_\_  
\_\_\_\_ 1. Regular Mail \_\_\_\_ 2. Client pick up \_\_\_\_ 3. Fed Ex (\_\_\_\_ Overnight \_\_\_\_ Standard) \_\_\_\_ 4. Other

Send To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CALL AT ANY TIME!  
20335 VENTURA BLVD., SUITE 426, WOODLAND HILLS, CA 91364  
PHONE: 866-363-2642 FAX: 866-234-0415