**Bid or Performance Bond Request Form**

**Commercial Contract**

**Please complete and upload or email this form:** *Ltsangeos@seibertkeck.com*

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| --- | --- |
| Principal / Account Name: | Date Needed by: |
| Address (Street, City or Town, State, Zip Code): |
| Please provide email to reply: | Phone Number: |

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| Obligee Name (Company requesting the bond): |
| Address (Street, City or Town, State, Zip Code): |
| Title of Project and Scope of Work (project description, location & #???, attached contract documents/RFP): |

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| --- | --- | --- |
| Bid Date: |  | Estimated **Contract** Price (in US Dollars):$  |
| Estimated Contract Date: |  | Estimated **Bond** Amount (in US Dollars):$  |
| Contract Duration: Initial Contract Term – from  to Renewal Options? [ ]  Yes [ ]  No (If yes, specify below.)  Unilateral Option? [ ]  Yes [ ]  No  Bilateral Option? [ ]  Yes [ ]  No Option Term – from  to  |  | Bond Type Needed (select all that apply):  [ ]  Bid Bond  % / $  [ ]  Performance Bond  % / $  [ ]  Payment Bond  % / $  [ ]  Maintenance/Warranty Bond  % / $  Other (please specify): [ ]  Letter of Intent [ ]  Advance Payment [ ]  Supply Only [ ]  Subdivision/Completion  |
| Damage Provisions:  Liquidated Damages? [ ]  Yes [ ]  No  Amount: $    |  | Bond Forms: [ ]  Owner Form (please attach copy) [ ]  Surety Form Acceptable [ ]  Other (AIA or Federal)Multi-year Contracts - Does the contract include a provision allowing the bond to annually renew? [ ]  Yes [ ]  No |
| Special Conditions (please describe – design/build, process performance guarantees, financing requirements, asbestos or other hazardous materials, special warranty provisions, etc.) |  | Warranty / Maintenance Period Number of Years \_\_\_\_\_\_ Special Warranty Provisions [ ]  Yes [ ]  No (If yes, please describe below in the space provided – duration > 12 mons, separate bond requirements, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |