**Bid or Performance Bond Request Form**

**Commercial Contract**

**Please complete and upload or email this form:** [*Ltsangeos@seibertkeck.com*](mailto: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.)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |