



# Nielson Hoover & Company, Inc.

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# CONTRACT BOND REQUEST FORM

[nasbp.org/toolkit](http://nasbp.org/toolkit)

To: \_\_\_\_\_ Today's Date: \_\_\_\_\_

From: \_\_\_\_\_

Contractor: \_\_\_\_\_

Obligee (Bond Payable To): \_\_\_\_\_

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

Legal Project Name (including any identifying numbers): \_\_\_\_\_

Job Location: \_\_\_\_\_

Scope of Work: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Work On Hand As Of: \$ \_\_\_\_\_

Completion Time: \_\_\_\_\_ Penalties/Damages: \$ \_\_\_\_\_

Special Bond Forms?  Yes (attach forms)  No Retainage: % \_\_\_\_\_

Warranty Period: \_\_\_\_\_ Covered By Manufacturer?  Yes  No

Job Breakdown: Labor: % or \$ \_\_\_\_\_ Materials: % or \$ \_\_\_\_\_

Subcontracts: % or \$ \_\_\_\_\_ Profit: % or \$ \_\_\_\_\_

List Major Subcontractors	Amount	Sub Bonded?
_____	\$ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	\$ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	\$ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Architect/Engineer \_\_\_\_\_ Phone: \_\_\_\_\_

Special Hazards: \_\_\_\_\_

## BID BOND INFORMATION

Bid Date and Time: \_\_\_\_\_ Estimated Bid: \$ \_\_\_\_\_

Bid Bond Amount: % or \$ \_\_\_\_\_ Bid Opening Location: \_\_\_\_\_

## BID RESULTS

Low Bidder: \_\_\_\_\_ Bid Amount: \$ \_\_\_\_\_

2<sup>nd</sup> Bidder: \_\_\_\_\_ Bid Amount: \$ \_\_\_\_\_

3<sup>rd</sup> Bidder: \_\_\_\_\_ Bid Amount: \$ \_\_\_\_\_

Do you expect to be awarded the contract?  Yes  No

Comments: \_\_\_\_\_

## PERFORMANCE & PAYMENT BOND INFORMATION

Contract Date: \_\_\_\_\_ Contract Amount: \$ \_\_\_\_\_

Performance Bond Amt: % Payment Bond Amt: % Number of Executed Sets: \_\_\_\_\_

Please include a certificate of insurance with the bond:  Yes (attach requirements)  No

**NOTE: Please attach a copy of the bid specs or contract. Failure may result in the delay of delivery of the bond.**



