

# Paige & Campbell, Inc.

*Insurance & Financial Services*

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## **Bonding Program Requirements**

*The following is a list of minimum requirements necessary in order to be reviewed for the establishment of a bonding program. After reviewing this information, the bonding company might require additional information or explanations. This review can be timely. Therefore, we strongly recommend submitting this information promptly if you anticipate working on a bonded job in the future.*

- 1) Past three yearend Business Financial Statements.**  
*(Preferably audited by CPA. If on a review basis, incl aging of receivables and payables)*
- 2) Personal Financial Statements of principals.**  
*(same date as Business statements)*
- 3) Personal Resumes of Principals and Key Employees.**  
*(Past education, job experiance and training)*
- 4) History of Company.**  
*(as well as any brochures or advertising)*
- 5) Bank Reference Letter.**  
*(include average balances, loan history and line of credit)*
- 6) Schedule of larger contracts completed.**  
*(For whom, when, where, amount of contract and year completed)*
- 7) List of General Contractors worked for as a subcontractor.**  
*(include name of contact person and address)*
- 8) Work on Hand schedule.**  
*(Form is attached.)*
- 9) List of Suppliers.**  
*(include contact person, address and telephone #)*
- 10) General Indemnity Agreement, signed by principals and spouses.**  
*(Form is attached.)*
- 11) Contractors Information Blank.**  
*(Form is attached.)*
- 12) Perpetuation Plan.**  
*(How will the firm operate in the event of Death/Disability of Key personnel)*