



[jcrawford@ccisurety.com](mailto:jcrawford@ccisurety.com) ★ [www.ccisurety.com](http://www.ccisurety.com) ★ 866.317.3294 ph ★ 763.512.0430 fax

## GET STARTED:

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**Questionnaire and Signed Credit Release (included)**

**Most Up To Date Financial Information Available, Current and End of Year (in-house or CPA Prepared)**

**Personal Financial Statements for All Owners**

**Bond Request Form (if final bond is needed)**

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### MAY BE REQUIRED TO COMPLETE UNDERWRITING AFTER INITIAL REVIEW

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(PROVIDE ALL INFORMATION WHEN AVAILABLE OR AT UNDERWRITER'S REQUEST)

**Copy of Contract (if final bond is needed)**

**Bank reference letter**

**Resumes for all owners and key personnel**

**Work on hand schedule**

**Current Certificate of Insurance**

**Last three fiscal year-end financial statements**

**Business Plan**

Do not hesitate to contact CCI Surety with any questions. All items may not apply in every situation.

CCI Surety, Inc.  
1710 N. Douglas Dr., Ste 110  
Golden Valley, MN 55422



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<b>1. WHY DID YOU CONTACT CCI SURETY?</b> (mark all that apply)	Referred? Company? _____ Individual? _____	Marketing? Call      Email Visit     Other	Past Business? Contract Bonds Comm. Bonds	Web Search? Search Words?

<b>2. CONTRACTOR INFORMATION</b>		Company Name (As Appears on Bond)			
Company Address:					Business Phone # :
City:	State:	Zip:	Normal Operating Territory:		FED ID #
Current Ownership Since:	Proprietorship S-Corp	Partnership C-Corp	LLC	Date Formed	# of Employees
Approximate Business Net Worth:	Largest Completed Contract:		Largest Completed Program:		Average Annual Receipts (last 3 yrs + affiliates)
Previous Surety:	Reason For Changing Surety:				

<b>3. PROJECT INFORMATION</b>		Contract/Bid Amount:	Bid and Date Time :			Bid % :
Project Owner/ Obligee:		Start Date:	Completion Date:	Maintenance Period:	Liquidated Damages:	
Obligee Address:			Obligee Contact For Bonds:		Obligee Phone:	
Bond Form (Please Attach) AIA    Federal    Other	% Subcontracted:	% Materials:	Est. Gross Profit:		Obligee Email:	
Job Description						

<b>4. BID SPREAD INFORMATION</b> (next 3 contractor bids, Name – Bid Amount)	
1.	\$
2.	\$
3.	\$

<b>5. BANK REFERENCE</b> Bank Name:	Contact Name:	Line of Credit Limit:	Date of Information:
	Phone or Email:	Current Outstanding:	Expiration/Renewal Date:

<b>6. PAST PROJECTS</b>					
<b>Project Name:</b> Project Description:		Contract Amount:	Gross Profit:	Completion Date:	Bonded? Yes    No
Owner:	Contact:	Phone/Email:		Project Location (City/State):	
<b>Project Name:</b> Project Description:		Contract Amount:	Gross Profit:	Completion Date:	Bonded? Yes    No
Owner:	Contact:	Phone/Email:		Project Location (City/State):	
<b>Project Name:</b> Project Description:		Contract Amount:	Gross Profit:	Completion Date:	Bonded? Yes    No
Owner:	Contact:	Phone/Email:		Project Location (City/State):	



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<b>7. COMPANY OWNERS</b>		Provide information for all owners – use additional sheets if necessary (ATTACH PERSONAL FINANCIAL STATEMENT)			
Name/Title:		Social Security:		% Ownership	
Spouse:		Social Security:		% Ownership	
Address:		Net Worth: (Exclude Business)	Do You Own Real Estate?		Assets in Trust? Yes No
Email:			Yes	No	
Are you a partner/officer in any other venture? Yes No If yes, name of venture:			Approximate Start Date with Company (mm/year):		
Name/Title:		Social Security:		% Ownership	
Spouse:		Social Security:		% Ownership	
Address:		Net Worth: (Exclude Business)	Do You Own Real Estate?		Assets in Trust? Yes No
Email:			Yes	No	
Are you a partner/officer in any other venture? Yes No If yes, name of venture:			Approximate Start Date with Company (mm/year):		
Name/Title:		Social Security:		% Ownership	
Spouse:		Social Security:		% Ownership	
Address:		Net Worth: (Exclude Business)	Do You Own Real Estate?		Assets in Trust? Yes No
Email:			Yes	No	
Are you a partner/officer in any other venture? Yes No If yes, name of venture:			Approximate Start Date with Company (mm/year):		

**Credit Release Authorization:** I/we authorize Construction Capital, Inc. and/or CCI Surety, Inc. to investigate the information contained with any and all information submitted including, but not limited to the application, financials, etc. with any and all creditors and/or lending institutions and prior Surety credit.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME & TITLE

\_\_\_\_\_  
DATE

\*Bid bonds require copy of bid specifications. \*Performance/Payment bond require copy of the contract