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## **BOND APPLICATION CHECKLIST**

### **STANDARD BOND APPLICATION (for single bonds over \$250,000):**

- Application for Contract Bonding**
- (\* ) Fiscal Year End Company Financial Statement for Last Three Years**
- Current Company Financial Statement if Year End is Six Months Old**
- Aging Schedules of Accounts Receivable and Accounts Payable**
- Schedule of Uncompleted Work**
- Current Personal Financial Statement on Each Owner**
- Reference Letters (Bank, Suppliers, Subs, Project Owners)**
- Resumes for Each Owner and Key Employees**
- Current Insurance Certificate**
- Copies of Certifications (S/M/WBE; 8(a); MBEC; etc.)**
- Business Summary and Projections for Next Twelve Months**

**\* Financial Statements should be prepared by a Certified Public Accountant using percentage of completion or accrual basis of accounting, and be in compliance with Generally Acceptable Accounting Practices. Reviewed quality financial statements are required on all bonding programs in excess of \$500,000.**