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GRAPEVINE, TEXAS  
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**APPLICATION FOR BID • PAYMENT & PERFORMANCE BOND**

**PRINCIPAL INFORMATION**

Requester's Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Business Name (Must be exactly as it is to appear on bond) \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**DELIVERY INFORMATION:** *(DO NOT USE OVERNIGHT UNLESS IT IS ABSOLUTELY NECESSARY)*

Send to: (Name) \_\_\_\_\_ (Address, City, Zip) \_\_\_\_\_

Pick up: \_\_\_\_\_ USPS Mail: \_\_\_\_\_ FedEx: \_\_\_\_\_ FedEx Account Number: \_\_\_\_\_

**BID BOND INFORMATION:** *(To avoid delay please provide special bid forms with your request)*

Bid Date: \_\_\_\_\_ Time Project Bids: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_ Time of Completion: \_\_\_\_\_

Bid Estimate: \_\_\_\_\_ Project No/Solicitation No: \_\_\_\_\_

Percentage of Bid Amount Required: \_\_\_\_\_ Amount of Bid Bond: \$ \_\_\_\_\_

Special Bond Requirements: \_\_\_\_\_ Will a Performance or Payment bond be required? \_\_\_\_\_

**PERFORMANCE / PAYMENT BOND INFORMATION:**

*(To avoid delay please provide a contract, agreement or acceptance letter and special bond forms with your request)*

Date of Contract: \_\_\_\_\_ Contract No.: \_\_\_\_\_ Project #: \_\_\_\_\_

Amount of Performance Bond: \$ \_\_\_\_\_ Payment Bond: \$ \_\_\_\_\_

Bond Rider: Original Bond Number: \_\_\_\_\_ Increase \_\_\_\_\_ Decrease \_\_\_\_\_ Amount of Increase/Decrease: \$ \_\_\_\_\_ MOD#: \_\_\_\_\_

Special Bond Requirements: \_\_\_\_\_ Number of Originals Required: \_\_\_\_\_

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

Address: \_\_\_\_\_ Contact Name: \_\_\_\_\_

**OBLIGEE INFORMATION:** *(Must be completed for both Bid, Performance & Payment bonds)*

Name of Obligee: \_\_\_\_\_

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

Project Title as it would appear on the bond: \_\_\_\_\_

Description of work: \_\_\_\_\_

Project Location: \_\_\_\_\_ Anticipated Start Date: \_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_

Project Length Allowed/Calendar Day: \_\_\_\_\_ Liquidated Damages per day: \$ \_\_\_\_\_ per job order Retainage: \_\_\_\_\_

Percentage of Project Sub-Contracted by you: \_\_\_\_\_ Percentage of Project Bonded back to you: \_\_\_\_\_

If you are a Sub-Contractor: Name & Address of General Contractor for project:

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