



CHECKLIST for CONTRACTORS

GENERAL INFORMATION REQUESTED FOR CONTRACT BONDS

I. **FINANCIAL INFORMATION**

1. Most Recent Financial Statement.
2. Last Three (3) Year/end Financial Statements.
3. Owner(s) Personal Financial Statement(s).

II. **MANAGEMENT INFORMATION**

1. Brief biographic sketch of owner(s).
2. Brief resume of key personnel.

III. **PREVIOUS EXPERIENCE**

1. Type of work in which contractor is engaged.
2. Largest previous work program. (Cost to Complete).
3. Largest projects. (Value & Date Completed).
4. Previous Surety.
5. Liens & Disputes (If Any).

IV. **MISCELLANEOUS INFORMATION**

1. Banking connections: (Which Bank & person(s) to contact).
2. Suppliers regularly used. (Name, Address & Phone Number).
3. Other insurance in force. (Commercial Liability, Worker's Compensation and Life Insurance).
4. Current Work on Hand – uncompleted.

Items II, III, & IV can easily be answered when completing our Contractors Questionnaire.

OFFICE LOCATION'S

FRESNO:	PHONE #559-432-0222	FAX #559-431-2601
BAKERSFIELD:	PHONE #661-322-9993	FAX #661-322-9714
MODESTO:	PHONE #209-578-0183	FAX #209-578-1841



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FRESNO | **BAKERSFIELD** | **TAFT** | **HOLLISTER** | **MODESTO**