

Contractor's Questionnaire

1. Introduction

Contractor's Name _____ Federal Tax ID# _____

Address _____

Telephone _____ Fax # _____ E-Mail _____

Type of Organization: ___ Corporation ___ Partnership ___ Sole Proprietorship ___ LLC
 ___ Other (Specify) _____

If Corporation, have Stockholders Elected to be Considered a "Sub Chapter 'S' Corporation? ___ Yes ___ No

Date Business Founded _____ Date Incorporated? _____

List All Stockholders/Owners and Key Personnel in Your Business

Name Address	Spouses Name	Title/ Position	% of Ownership	Date of Birth	Yrs. & Exp. In Const.

Are All Stockholders/Owners Actively Involved in the Business? ___ Yes ___ No If No, Please Explain _____

List Affiliated, Subsidiary or Related Companies in Which This Firm or Its Stockholders/Owners Have Interest

Name & Address	% of Ownership	Scope of Operations

2. Financial Data

What is Your Fiscal Year End? _____

Who Prepares Your Fiscal Year End Financial Statements? _____

Telephone # _____ Do You Have Interim Financial Statements Prepared? _____ How often? _____

What Method of Accounting is Used in Preparing Statements? ___ Completed Contract ___ Accrual ___ % of Completion
 ___ Other, if Checked Please Explain _____

On What Basis of Accounting are Taxes Paid? ___ Completed Contract ___ Accrual ___ % of Completion ___ Cash

Who is Responsible for Bookkeeping? _____ Prepared ___ Manually ___ Computer

How Long With Firm? _____ How Many Years of Experience? _____

Who is Responsible for Estimating? _____ Prepared ___ Manually ___ Computer

How Long With Firm? _____ How Many Years of Experience? _____

Provide a Brief Description and Purpose of Inventory Shown on Financial Statement _____

Do Any Financial Statements Make Reference to Real Estate Owned Other Than Buildings Used to House the Construction Co.?
 ___ Yes ___ No If Yes, Briefly Describe _____

Have Operations Been Profitable Since Financial Statement Date? ___ Yes ___ No If No, Please Explain _____

Have Changes Occurred Since Statement Date Such as Acquisition of Additional Equipment, Purchase of Fixed Assets, Loans To Officers, Investments, Withdrawals or Dividends that Would Significantly Affect Financial Condition of Contractor? ___ Yes ___ No
 If Yes Briefly Describe _____

Are Any New Ventures Contemplated? ___ Yes ___ No If Yes Please Describe _____

Has Your Business Been Audited By the IRS? ___ Yes ___ No Year? _____ Are Your Taxes Current? ___ Yes ___ No

Is a Buy-Sell Agreement in Effect? ___ Yes ___ No If Yes, Please Attach a Copy

In the Event of an Owners Death, Is a Plan in Effect to Complete All Uncompleted Work? ___ Yes ___ No If Yes, Please Describe _____

List Life Insurance

Insured	Amount	Beneficiary	Insurer	Cash Value

State Limits and Carrier of Liability and Compensation Insurance _____

With Whom Do You Bank? _____ Address _____ Telephone _____

Name of Officer(s) With Whom You Deal _____

Do You have an Established Line of Credit? ___ Yes ___ No How Much? \$ _____

What Was Given as Collateral to Secure This Line of Credit? _____

Do You Currently Have an SBA Loan? ___ Yes ___ No If Yes Which Bank? _____

Original Balance \$ _____ Current Outstanding Balance? \$ _____ Are Payments Current? ___ Yes ___ No

List Suppliers From Whom You Buy Most of Your Materials:

Name/ Contact Person	Complete Mailing Address	Telephone
1.		
2.		
3.		
4.		
5.		

3. Scope of Operation

Type of Construction Specialty _____

What Other Class of Business Do You Handle? _____ Territory _____

How many: Employees do you have? _____ Work Crews? _____

A. % Work Done For Federal _____ % Public _____ % Private _____ %

B. What % of Work is as: Prime _____ % Sub _____ %

C. What % of average job is: Materials _____ % Subcontracted to others _____ %

D. Are Bonds Required for Subcontractors? ___ Yes ___ No When? _____ What Trades? _____

Largest Contracts Completed Within Last 5 Years

Owner or General Contractor Mailing Address	Phone Contact Person	Contract Amount \$	Date Completed
1.			
2.			
3.			
4.			
5.			

Principal Subcontractors You Have Used in the Past 2 Years

Company /Mailing Address	Phone Contact Person	Type of Work Contract Amount \$	Date Completed
1.			
2.			
3.			

What is Your Expected Annual Volume for the Coming Year? _____ Expected Net Profit? _____

Largest Previous Job \$ _____ Largest Previous Cost to Complete: #jobs _____ \$ _____ Year _____

How Many Contracts do You Normally Have Underway At Any One Time #jobs _____ \$ _____

What Is The Largest Single Contract Your Company Can Best Handle \$ _____

What Is the maximum Cost to Complete That Your Company Can Best Handle #jobs _____ \$ _____

In What Radius (Miles) Can Your Company Operate Best? _____ Miles

The Following Questions Pertain To the Latest Uncompleted Work On Hand. Explain Any "Yes" Answers.

Are Any More Than 10% Low Yes No _____

Are Any Projects Behind Schedule Yes No _____

Are There Any Delays or Disputes Yes No _____

Any In Penalty Yes No _____

How Much of Your Equipment is: Owned _____% Leased _____%? Please attach equipment list.

4. Bonding History

Name All Surety Companies With Whom You Have Dealt and the Reason For Change

Surety Company	Amount of Bonding Credit	Year	Reason For Change

Reason For Changing Sureties At This Time _____

Has Bond Application Ever Been Denied? Yes No If Yes, Please Explain. _____

Have You Ever Caused a Surety to Pay a Claim? Yes No If Yes Please Explain. _____

Are Any Mechanics Liens, Judgments, Law Suits or Claims Pending on Completed or Uncompleted Work? Yes No

If Yes, Give Details _____

Rocky Mountain Surety, Inc. and its agents are authorized to verify any information contained herein including but not limited to my credit and employment history and to request, obtain and use credit information on me/us in the processing of my/our application. This document, or any photostatic copy hereof, hereby authorizes any third party to furnish to Rocky Mountain Surety, Inc. and it agents with complete consumer credit reports.

THE UNDERSIGNED CERTIFY THAT THE INFORMATION CONTAINED ON THIS FORM HAS BEEN CAREFULLY REVIEWED AND THAT IT IS TRUE AND CORRECT IN ALL RESPECTS

Date: _____ Firm Name: _____

SIGN HERE X _____