



Surety – Bond Request  
Application Form



**BEFORE WE CAN OBTAIN TERMS, WE WILL REQUIRE:**

- ▶ 3 years of financial accounts (if three years not available please provide latest audited accounts)
- ▶ Up to date management accounts (if the bond requested is for an SPV please provide details of any parent company or company to be used for a cross company guarantee)
- ▶ Details of the contract
- ▶ Details of other Bonds currently in place (if applicable)
- ▶ A copy of the Bond wording.  
If the Bond Wording is unavailable at this time, please confirm if the wording is to be on the basis of a standard JCT wording    Yes                       No

**Important Notice**

In accordance with the provisions of The Insurance Act 2015, you must ensure that the information provided by you in connection with your commercial insurance policies (both new business and existing business) is presented in a clear and accessible manner and contains all known material facts relating to the risk/risks in question. This information should not exclude anything material which is known by you and is likely to be of relevance to the insurer in deciding whether or not to accept the risk/risks and on what terms. If you are unsure what constitutes a material fact, or you are concerned that there may be any hazard associated with your business which we may not be aware of, then I will be able to assist you further in this regard.

Please complete all sections as fully as possible using BLOCK CAPITALS and continue on a separate sheet if required. Please do not leave any questions unanswered.

**Section A: General Information**

1. (a) Full name of applicant
- (b) Registered address
- (c) Postcode
- (d) Registered number
- (e) Ultimate parent company name
- (f) Do you currently have any bonds in place with any other providers? If so please provide details:  
Insurer  Amount
- (g) Business Description
- (h) Date Established

**Section B: Bond Details**

1. What kind of Bond is required?  
Performance Bond       Bid Bond       Advanced Payment Bond   
Retention Bond       Rent Guarantee       Other

Please provide a copy of the bond wording where available.

2. Bond amount  Currency
3. (a) Beneficiary name   
 (b) Beneficiary registered address   
 (c) Postcode
4. When does the Bond release:  
 Practical Completion of Main Contract  
 Making Good Defects of Main Contract  
 Specific date:
- Practical Completion of Sub Contract/Works Contract  
 Making Good Defects of Sub Contract/Works Contract  
 Other event:
5. Which of the following are you?  
 Main Contractor  
 Nominated Sub Contractor  
 Works Contractor  
 Managing Contractor  
 Domestic Sub Contractor  
 Supplier

### Section C: Contract details

1. (a) Main Contract:  
 Commencement Date  Completion Date   
 Contract Period  Defects Liability
- (b) Sub Contract/Works Contract (only complete this section if Bond relates to Sub Contract/Works Contract):  
 Commencement Date  Completion Date   
 Contract Period  Defects Liability
2. Contract  Currency
3. Sub contract - commencement date
4. Please state form of contract conditions (including edition) and detail any alterations to the standard form
5. Is an Arbitration Clause included? Yes  No
6. Is an Extension of Time Clause included? Yes  No
7. Details/Amounts of Liquidated Damages per week

8. Is the contract price for labour and materials? Fixed  or Fluctuating

If contract price Fixed, please state percentage added to allow for inflation

9. Please state the retention percentage

10. Please use this box to include any additional supporting information

11. Has any Surety provider declined cover previously? Yes  No

12. Have you ever been a Principal or Indemnity on a bond where a claim was brought?

13. Has your company entered on a Creditor Voluntary arrangement? Yes  No

14. Have you, your spouse or company ever, in any business venture, declared bankruptcy?

If yes to any of the above, please provide full details below

In addition to the questions above please provide a copy of the applicants latest finance accounts. Where there are no recent financial accounts, please provide a copy of latest management accounts. Where the applicant is a subsidiary, please provide a copy of the parent company accounts. We may also require a work in progress, so where available, please provide.

### Declaration

I have read and checked the application form and agree its contents. I declare that the information provided is, to the best of my knowledge and belief correct and complete. I agree that if the risk is accepted I undertake to pay the premium when called upon to do so. I understand that my information may also be disclosed to regulatory bodies for the purposes of monitoring and/or enforcing Reich's compliance with any regulatory rules/codes.

Signed\*

Name

Company position

Date

\*The signatory should be a director or senior officer of, or a partner of, the company.



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