



GREAT NATIONAL INSURANCE UNDERWRITERS, INC.

- General Agents -

**PACIFIC GUARDIAN LIFE
Life Insurance Co., Ltd.**

**CHUNG KUO INSURANCE
Company, Limited**

Great National Insurance Bldg., Chalan San Antonio, Tamuning * P.O. BOX GA, Hagatna, GU 96932 * Tel: 646-5736 * Fax 649-2418 * Email: gni@ite.net

Dear Bond Applicant:

Thank you for applying with Great National Insurance Underwriters, Inc. for the surety bond of your company.

In the interest of providing each and every customer with adequate, appropriate and reliable coverages (Surety, Property & Casualty, Group Life Insurance, etc.), we are asking you to place all your insurance with our agency. Your application will be considered and reviewed by our surety company after you have submitted a complete application package to our agency.

The materials that follow are intended to streamline the information gathering process to determine the contractor's "CHARACTER," "CAPACITY," and "CAPITAL" to enable the contract bond underwriter to reach a positive decision.

If you have any questions, please don't hesitate to ask and thank you for giving Great National Insurance Underwriters, Inc. the opportunity to consider your account for bonding.

Sincerely,

GNIU Underwriter

10 Reasons Bonding Benefits Contractors

Provided by the Surety Information Office, Washington, D.C., (202) 686-7463

1. **Level Playing Field:** The prequalification process weeds out unqualified contractors from the bid process.
2. **Expands Market:** Bonding Capacity opens up a larger market for pursuing work. Most federal, state and local projects must be bonded, and private owners are recognizing the benefits of bonds. Many large contractors require bonded subcontractors on their projects.
3. **Claims Experience:** A contractor can learn from sureties' mistakes. Sureties offer advice based on a wider perspective and broader scope of experience – they have learned from the errors of those who wound up in their claims department. A surety's involvement helps avoid costly litigation.
4. **Dispute Resolution and Problem Solving:** Often a surety can (and does) act as an intermediary during disputes. As surety can solve a problem before a default is declared.
5. **Financial Capacity:** Bonding can enhance a contractor's borrowing capacity with the bank because the bank knows a qualified surety is also reviewing financial statements and position. Bonds do not impede a contractor's line of credit as letters of credit do. A surety may be able to help confirm financing on a private project.
6. **Construction Assurance:** A strong, well-established bonding relationship helps contractors get and keep good, bondable subcontractors and helps subcontractors maintain good relationships with general contractors. This in turn enhances the relationship with an owner. The entire project benefits from the professional nature of the team. A surety's underwriting and prequalification process assures contractors can do quality work on schedule and according to the terms of the contract, thus enhancing a contractor's reputation with an owner.
7. **Financial Security:** Payment assurance to subcontractors and suppliers is provided in the form of payment bonds. Payment bonds help secure payment terms with subcontractors and suppliers, and keep total contract prices lower. Subcontractors and suppliers enjoy the protection of a payment bond, and that might reflect in their prices.
8. **Supportive Partner:** Contractors are proud of their bonding capacity and their surety relationships, which are based on candor, confidence and communication. Bonding provides an excellent financial reference to an owner without having to divulge detailed financial statements.
9. **Information Resource:** Sureties are excellent information on resources for contractors to find information on owners, subcontractors and suppliers in terms of the pay habits and reputations. Sureties can help a contractor find out about the competitions without divulging any proprietary or confidential information. Sureties are extremely knowledgeable about the trends, major issues, competition, etc. in the construction industry.
10. **Free Review:** A surety provides a thorough review of a contractor's forms, contracts, information systems and financial records. This can assist a contractor with internal record keeping. Sureties, along with a contractor's banker, accountant and attorney, serve as important business advisors to a contractor. Often, a surety agent may also handle insurance and can offer information and advice on insurance risk. A surety's concerns and questions can be the "double check/reality check" mechanism to help a contractor determine whether a certain job is worth pursuing.

SURETY BOND

A surety bond guarantees that the contractor, called "principal" will perform the "obligation" stated in the bond.

In essence, surety is a credit relationship. Therefore, applying for a bond is similar to applying for a bank loan. SUFFICIENT TIME IS NEEDED to carefully consider all aspects of your submission by an underwriter. The more information you can provide with this submission, the sooner a decision can be made, which normally takes between 7 to 14 days.

Please provide us with the following information: (additional information may be required after the underwriter's review)

1. Contractor's Questionnaire
2. Business/Corporate Financial Statements
 - Past two (2) fiscal year end statements (PREFERABLY PREPARED BY A CPA). The enclosed FINANCIAL STATEMENT REQUIREMENT SHEET outlines the bond company's underwriting standards for financial preparation.
 - Current statement within the last six (6) months – either fiscal year end or interim.
 - Current fiscal year end statement ideally will be CPA prepared and will be a "reviewed" or "audited" statement.
 - If the statement is a "review," then please provide a detailed breakdown and list of receivables (including aging of them) and notes on accounts payable showing complete names and complete addresses for all.
 - Notes should explain any "unusual" entries made.
3. Current Personal Financial Statement for each Owner/Stockholder dated concurrently with last business/corporate financial statement for fiscal year end and/or interim statements.
 - Use company form or standard banker's form
 - Explain in detail any entries or items that are not self-explanatory (example: "Bonds-\$20,000.00" should contain a schedule thereof as sureties will only give credit for high rated bonds. In the absence of a schedule, sureties will give no credit.)
 - If possible, personal financial statements should be CPA prepared but this is not a mandatory requirement.
4. Schedule of Outstanding Work-On-Hand
 - Include both bonded and not bonded work
 - Detailed breakdown by job
 - It is not necessary to include any work being done on a "time and material" basis or any work being done on a "cost-plus" basis.
 - A work-on-hand schedule is needed to correspond to the last fiscal year end financial statement (unless the accountant has included a near identical schedule in his/her report) and a separate schedule is needed to reflect current work-on-hand
5. Bank Letter/Information. Evidence of borrowing capacity and/or lines of credit is required from your bank.
6. Any letters of commendation or reference letters for previous work completed
7. Resumes for all owners and key employees (job foreman, head estimator, etc.)

Applications submitted lacking any of the required documents will be considered as incomplete and may delay your application.

An Indemnity Agreement or personal indemnity of owners/stockholders is required upon approval of application.

BOND APPLICATION CHECKLIST

The Surety Bond Application consists of the following items:

- _____ 1. Contractor questionnaire
- _____ 2. Resumes of owners and key personnel
- _____ 3. Contractor's customer reference (please provide a minimum of 3)
- _____ 4. Supplier Reference (please provide a minimum of 3)
- _____ 5. Financial statement requirement (to be submitted every year upon renewal)
- _____ 6. Personal financial statement
- _____ 7. Bank & credit references
- _____ 8. Schedule of uncompleted work or Work In Progress (WIP) or Work on Hand Report

In addition with the attached items, below are the other items that are part of the Contract Surety Bond Application in which will be procured by the applicant.

- _____ 1. Articles of Incorporation, By-Laws, Corporate Minutes that would indicate current Corporate Ownership, if applicant is a corporation.
- _____ 2. Business License and Contractors License
- _____ 3. Statement of Experience projects completed, current and future
- _____ 4. Biography of Experience History of Management or RME
- _____ 5. Acceptable Collaterals:
 - a) Real Estate Property (free or lien)
 - latest appraisal report
 - Preliminary Title Research (PTR) or
 - b) Cash Collateral
- _____ 6. Company Business Financial Statement for the last two years
- _____ 7. Business and Personal Tax File Returns for the last two years
- _____ 8. Transfer of all insurances to Chung Kuo Insurance Co., Ltd.
(copy of existing Insurance Policies)
- _____ 9. 10% Cash Retention from incremental payments from contracts
- _____ 10. Notarial Bond:
 - Police Clearance
 - Photo Identification
 - Two (2) Character References Letter
- _____ 11. Bid Bond
 - Bid Specifications

CONTRACTOR QUESTIONNAIRE

CONFIDENTIAL

We welcome the opportunity to secure bonding credit for you. Every question is important; please answer each one.

Business Name	_____
Address	_____
City	_____ County _____ State _____ Zip Code _____
Telephone #	_____
Name of Contact	_____

General Information

Business Structure: Corporation Partnership Proprietorship Sub Chapter S Corporation

Type of Construction Performed: _____ Union Non-Union

Geographical Area of Operation: _____

Licensed to do Business in the following States: _____

How many employees: Field? _____ (How many work crews?) _____) Office? _____

Our contracts are with: General Contractors _____% Directly with owner _____% Subcontractors _____%

What trades do you perform? _____

Percentage of work normally subcontracted to others: _____% What trades are subcontracted? _____

When do you secure subcontracted bonds? _____

Do you ever engage in Joint Venture contracts? Yes No

How often are you required to provide bonds? Frequently Occasionally Rarely

Date when last performance bond was provided: _____

History

Date Business Established _____ Date of Incorporation _____ State of Incorporation _____

Name of Predecessor Company: _____

When did current management assume control? _____

Organization/Owner and Key Employees

List all officers and owners

Name, Home Address (Include City & State)	Position	% of Stock	Year of Birth	Citizenship
1		%		
2		%		
3		%		
4		%		
5		%		

Years of Experience Here Other	Social Security #	Home Phone #	Spouse's Name
1		()	
2		()	
3		()	
4		()	
5		()	

Are the owners personally involved on this business? Yes No

Are any of the officers, stockholders, owners or any companies that they have a financial interest in currently engaged in or expected to engage in any form of real estate investment, development, building or any other form of speculative venture?

Yes No If yes, describe. _____

In addition of contracting, what other business activities are you engaged in or intend to engage in? _____

Parent, Affiliates and/or Subsidiary Companies

List all subsidiaries, affiliates and/or predecessors, companies in which this firm or its stockholders have an interest in and/or indemnify or guarantee for:

Name	Location	Owned By	Scope of Operations

Continuity/Job Completion

Is there a formal Buy-Sell Agreement in place? Yes No

If yes, attach a copy. How is the Buy-Sell Agreement funded? _____ Who is the Buy-Sell between? _____

If no Buy-Sell is in effect, is a Will in effect which addresses how ownership is to change? Yes No

If yes, please explain: _____

What arrangements have been made to assure contracts are completed in the event of the death or disability of the owner(s)?

What incentives are given to the key employees to follow through (bonuses, profit sharing, etc.)? _____

Bank

Name/Address	With Since	Name of Loan Officer	Telephone #

Working Line of Credit: \$ _____ Expiration Date: _____ Amount of Working Line of Credit Currently in Use? \$ _____

Security for working line of credit:

- Unsecured
 Accounts Receivable
 Inventory
 Personal Endorsement
 Contract Rights
 Equipment
 Real Estate

Job Experience

Largest Single Job Completed in last 5 years: \$ _____ Year _____

Largest Amount of Uncompleted Work: \$ _____ Year _____

Largest Single Job Ever Completed: \$ _____ Year _____

Largest Amount of Uncompleted Work Ever Contemplated: \$ _____ Year _____

Average Single Job: \$ _____ Average Amount of Uncompleted Work: \$ _____

Bond Line Desired: Single Job: \$ _____ Total Amount of Uncompleted Work: \$ _____

List the five largest jobs completed in the last five years:

Job Description:	
Contract was with:	
Address	Telephone # ()
Contract Price \$	Amount of Profit \$
Year Completed	Name of Surety:
Architect/Engineer:	
Address	Telephone # ()

Job Description:	
Contract was with:	
Address	Telephone # ()
Contract Price \$	Amount of Profit \$
Year Completed	Name of Surety:
Architect/Engineer:	
Address	Telephone # ()

Job Description:	
Contract was with:	
Address	Telephone # ()
Contract Price \$	Amount of Profit \$
Year Completed	Name of Surety:
Architect/Engineer:	
Address	Telephone # ()

Job Description:	
Contract was with:	
Address	Telephone # ()
Contract Price \$	Amount of Profit \$
Year Completed	Name of Surety:
Architect/Engineer:	
Address	Telephone # ()

Job Description:	
Contract was with:	
Address	Telephone # ()
Contract Price \$	Amount of Profit \$
Year Completed	Name of Surety:
Architect/Engineer:	
Address	Telephone # ()

References

List your five major suppliers/subcontractors:

#	Name/Address	Phone#	Contact
1		()	
2		()	
3		()	
4		()	
5		()	

Accounting and Financial Reporting

Name & Address (include City & State) of Accounting Firm	Name of Accountant	Telephone #

This Accounting Firm is CPA Public Accountant Independent Internal Other _____

How many years has this firm prepared your financial statements? _____ Tax Returns? _____

Date of Your Fiscal Year-End: _____

Do you have a full time accountant on staff? Yes No

If yes, name of staff accountant: _____ Employed for (# of years) _____

What year was your last IRS audit _____ Results: _____

Have your operations been profitable since the last statement date? Yes No

Since the last statement date, have there been any major changes in your financial condition such as changes in ownership, major loans or refinancing, major equipment purchases or leases, withdrawals or other? Yes No

If yes, please explain: _____

Life Insurance/Corporation as Beneficiary

Name of Insured	Amount	Insurance Company

Other Insurance Data

	Insurance Company	Policy Expiration Date
General Liability Insurance		
Pollution Liability Insurance (if applicable)		
Worker's Compensation Insurance		
Professional Liability Insurance		

Bonding Information

Name of Prior Sureties _____

Name and address of Present Surety: _____

How long have you been with your present Surety? _____ Reason for Changing? _____

As an inducement for bonding, are you currently providing: Personal Indemnities Additional Corporate Indemnities Collateral

Are all owners and their spouse(s) willing to personally indemnify the surety? Yes No

Have you been turned down by your present or prior Surety? If yes, please attach an explanation. Yes No

Has your company or any officer of any partner ever caused a loss to a Surety? If yes, please attach an explanation Yes No

Attorney

Name of Address (Include City & State) of Law Firm	Name of Attorney	Telephone #
		()

Is your firm or any of its owners or officers currently involved in any litigation? Yes No

If yes, please have the attorney, on his/her letterhead, briefly explain the nature of the litigation and its current status.

Suits/Judgment/Defaults and Contingent Liabilities

Has your company or any officer or any partner ever filed bankruptcy or otherwise compromised with your creditors? Yes No

Has your company ever failed to qualify for a bond after an award? Yes No

Has your company ever failed to complete a contract? Yes No

Have any Mechanics Liens been filed on your work? Yes No

Has your bond credit ever been terminated by a surety? Yes No

Is your company, any affiliated, any subsidiary, or any other company you now own or did own in a Surety's Claim Department? Yes No

Are you acting as surety or bondsman for others? Yes No

Are you acting as endorsers for others on their notes or accounts? Yes No

Does your company or any officer or partner owe any money to a bonding company? Yes No

Are Federal, State and Local taxes for your company and all officers or partner current? Yes No

Has your company, or any officer of partner, ever required any financial assistance or borrowed any money from a bonding company? Yes No

This application consists of this instrument, the financial statement(s) and all indemnity, security and trust agreements signed by the applicant with regard to the bond(s) requested, such financial statement and agreements being incorporated herein by reference. In addition to routing verification of information pertinent to the bond(s) applied for, if the application is by an individual primarily for the benefit of a corporation and the said application is also executed for the officers of the corporation in a personal, not a corporate capacity, thereby acting a co-guarantor thereof, the bonding company or its authorized representative may have an investigative consumer report made including information bearing on the character, general reputation, personal characteristics or mode of living of said individual(s), and, upon written request of said individual(s), will disclose in writing the nature and scope of the investigation requested, if such investigative consumer report is in fact secured.

The representations contained in this instrument, the financial statements and all other forms provided are warranted by the applicant to be true. Such representations are made as material inducements to be relied upon the surety and its authorized representative in issuing bond(s) requested. Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete or misleading information is subject to criminal and civil penalties and is guilty of a felony of the third degree.

Date Signed _____

Name of Firm

Subscribed and sworn before me this

_____ day of _____ 2008

SEAL

Signature (If corporation, signature of Secretary & President)

Notary Public

Signature

RESUME

Individual _____ Home Address _____

City, State, Zip _____ Telephone _____

PERSONAL DATA

Date of Birth _____ Social Security # _____

Driver's License _____ Marital Status _____

Spouse's Name _____ Spouse's Employer _____
(Name, address, position and length of employment)

EDUCATION

Did you graduate from high school? Yes No

College - 19 _____ to _____

SPECIAL EDUCATION RELATING TO CONSTRUCTION AND/OR TO YOUR TYPE OF PROFESSION:

BUSINESS AND PROFESSIONAL EXPERIENCE RELATING TO CONSTRUCTION AND/OR YOUR TYPE OF PROFESSION: Indicate firm name, length of time employed, occupation, largest project in which you were involved and reason for leaving.

PERSONAL REFERENCES: Name, address, phone number, length of time acquainted.

CONTRACTOR'S CUSTOMER REFERENCE

APPLICANT'S/PRINCIPAL'S NAME: _____

NAME OF CUSTOMER: _____

CONTRACT NAME: _____

TELEPHONE NUMBER: _____

DATE: _____

SPOKE TO:
LEFT MESSAGE _____

QUESTIONS:

1. What type of work did the Contractor do for you?

- A. New Construction
- Remodel, Renovation, Rehabilitation
- Tenant Improvement
- Other _____

B. What trade: _____
(Example: electrical, concrete, framing, etc.)

C. Description _____

2. Was the project: Commercial Individual Residential Public

3. How many projects has this Contractor completed for your company? If more than one, over how many years? _____

4. How much was the largest job? \$ _____

5. Approximately how much was the contracts(s) for? \$ _____
 Confirmed amount from application

6. When was the project(s) completed? If not, when will it be completed (date)? Month/Year _____

7. How was the quality of his/their work? _____

8. Were there any problems with the job? _____

9. Did he/they have any subcontractors? _____

10. Who supervised the job for the contractor? Name/Title: _____

11. Was supervision adequate? _____

12. Would you hire him/them again or recommend him/them to anyone? _____

Form completed by: _____ Date: _____

CONTRACTOR'S CUSTOMER REFERENCE

APPLICANT'S/PRINCIPAL'S NAME: _____

NAME OF CUSTOMER: _____

CONTRACT NAME: _____

TELEPHONE NUMBER: _____

DATE: _____

SPOKE TO:
LEFT MESSAGE _____

QUESTIONS:

1. What type of work did the Contractor do for you?

- A. New Construction
- Remodel, Renovation, Rehabilitation
- Tenant Improvement
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9. Did he/they have any subcontractors? _____

10. Who supervised the job for the contractor? Name/Title: _____

11. Was supervision adequate? _____

12. Would you hire him/them again or recommend him/them to anyone? _____

Form completed by: _____ Date: _____

(3 References Required)

CONTRACTOR'S CUSTOMER REFERENCE

APPLICANT'S/PRINCIPAL'S NAME: _____

NAME OF CUSTOMER: _____

CONTRACT NAME: _____

TELEPHONE NUMBER: _____

DATE: _____

SPOKE TO:
LEFT MESSAGE _____

QUESTIONS:

1. What type of work did the Contractor do for you?

A. New Construction

Remodel, Renovation, Rehabilitation

B. What trade: _____
(Example: electrical, concrete, framing, etc.)

C. Description _____

SUPPLIER REFERENCE

Date: _____
 To: _____

 RE: _____

Dear Sir/Madam:

We are considering a bond request for the above captioned account and would appreciate the following information from your records. Thank you!

Account Since: _____
 High Credit Extended: _____
 Balance Owing: _____
 Currently Due: _____
 Past Due: _____
 (in days and amounts)

Terms: _____
 Special Conditions attach to account: _____
 General Comments: _____

Your Signature: _____
 Printed Name: _____
 Title: _____

(3 References Required)

SUPPLIER REFERENCE

Date: _____

To: _____

RE: _____

Dear Sir/Madam:

We are considering a bond request for the above captioned account and would appreciate the following information from your records. Thank you!

Account Since: _____

High Credit Extended: _____

Balance Owing: _____

Currently Due: _____

Past Due: _____

(in days and amounts)

Terms: _____

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General Comments: _____

Your Signature: _____

Printed Name: _____

Title: _____

SUPPLIER REFERENCE

Date: _____
 To: _____

 RE: _____

Dear Sir/Madam:

We are considering a bond request for the above captioned account and would appreciate the following information from your records. Thank you!

Account Since: _____
 High Credit Extended: _____
 Balance Owing: _____
 Currently Due: _____
 Past Due: _____
 (in days and amounts)

Terms: _____
 Special Conditions attach to account: _____
 General Comments: _____

Your Signature: _____
 Printed Name: _____
 Title: _____

Financial Statement Requirements

PRESENT THIS INFORMATION TO YOUR ACCOUNTANT

All Year-End and Interim Statements must include:

- Cover letter of accountant (on their letterhead) describing the scope of their work. In the case of the company's first financial statement, the preparer's cover letter must contain information outlining when the business started, the date of the year-end, and comments (if applicable) concerning any affiliated companies still in existence or recently discontinued.
- Balance Sheet
- Income Statement
- Statement of Cash Flow
- Footnotes

BONDS UP TO \$99,999.99

Compiled year-end and six-month interim financial statements are required.

BONDS OF \$100,000.00 TO \$499,999.99

Reviewed year-end financial statements are required. The six-month interim financial statement may be either audited or reviewed.

CASH BASIS FINANCIAL STATEMENTS ARE NOT ACCEPTABLE.

SAMPLE BANK LETTER (Short Form)

Attention: Bond Department

Gentlemen:

We have been handling _____ banking and
credit relations for _____ (name of contractor or client)
years.

We have established a signature line of credit of \$_____ with
our only collateral being the signature of the corporate officers.

Under proper needs situation, we would entertain loaning additional funds in
excess of our open line in the amount of \$_____ with our security

Our relationship with this firm has been _____ and we consider them
a(n) _____ customer.

Sincerely,

NAME
TITLE

[If a formal line of credit has not been established, the bank letter should indicate the willingness to bring into existence a line of credit as well as describing the banking and credit relations.]

BANK LETTER-LONG FORM

Dear _____

_____ (Bank) _____ is pleased to offer a revolving credit facility to _____
_____ (Borrower) _____ in accordance with the following provisions:

Borrower: _____ a corporation having its principal office
in _____

Amount:

Purpose: Expansion of trading assets

Term: Thirteen (13) months

Interest Rate: _____ (Bank's) _____ Prime Rate plus _____ % to change as and
when changes occur in such prime rate. Interest will be payable monthly in arrears and
will be calculated on the basis of actual days elapsed divided by a 360-day factor.

Payment: Any time during the thirteen (13) months of this revolving credit, the full amount can be borrowed,
repaid and borrowed again. A 30-day consecutive payout period will be required annually.

Fees: A _____ percent or _____ will be payable annually.

Expenses: The Borrower will pay all expenses and costs in connection with this loan.

Guarantors: The loan will be unconditionally guaranteed jointly and severally by _____

Principal Covenants: Borrower will:

- A) Provide _____ (bank) _____ with a company prepared quarterly financial statement, in conformity with generally accepted accounting principles applied on a consistent basis, within 45 days of the end of such quarter. In submitting financial statements to _____ (bank) _____ an authorized officer of the Borrower will certify continuing compliance with all representations, warranties and covenants contained herein and will also certify that they are not in violation or default with any other agreement or contract.
- B) Provide _____ (bank) _____ with an annual financial statement in conformity generally accepted accounting principles applied on a consistent basis, within 90 days of fiscal year and prepared and certified by a CPA acceptable to _____ (bank) _____. In submitting financial statements to _____ (bank) _____ an authorized officer of the Borrower will certify continuing compliance with all representations, warranties and covenants contained herein and will also certify that they are not in violation or default with any other agreement or contract.
- C) Provide _____ (bank) _____ with job status reports as requested by the Bank.

- D) Maintain consolidated net working capital of _____ and current ratio of at least _____
- E) Maintain a consolidated tangible net worth of at least \$_____ through fiscal year end. Consolidated tangible net worth shall mean the aggregate amount of assets shown on the consolidated balance sheet of Borrower at any particular date (but excluding from such assets capitalized organization and development costs, capitalized interest, debt discount and expense, goodwill, patents, trademarks, copyrights, franchises, licenses, amounts due from officers, employees, directors, stockholders and affiliated, and such other assets as are properly classified "intangible assets" under generally accepted accounting principles) less liabilities at such date, all computed in accordance with generally accepted accounting principles applied on a consistent basis.
- F) Maintain consolidated total liabilities at a level not exceeding _____ of Consolidated tangible net worth.
- G) Maintain and preserve its Corporate existence and all rights, privileges, franchises and other Authority for the conduct of its business.
- H) Maintain its properties and facilities in good order and repair.
- I) Maintain insurance with responsible insurance carriers against such risks as in such Amounts as is customarily carried by similar businesses.
- J) Pay and discharged all taxes, assessments and governmental charges in a timely manner, except those being contested in good faith.

SCHEDULE OF UNCOMPLETED WORK (ALL WORK – BONDED & UNBONDED – IF COST PLUS PLEASE INDICATE

NAME OF CONTRACTOR		DATE		AS OF							
OBLIGEE – PERSON TO CONTACT - PHONE		STARTING DATE	COMPLETION DATE	Bonded	Un-Bonded	CONTRACT PRICE (Including Approved Change Orders)	Contractors Est. Cost When Bid (Including Cost of Approved Change Orders)	Total Billed to Date including Retainage (Explain any Dispute Items)	TOTAL COST TO DATE	TOTAL REVISED ESTIMATED COST TO COMPLETE	
OBLIGEE	_____										
Contact	_____ Phone _____										
Project	_____										
OBLIGEE	_____										
Contact	_____ Phone _____										
Project	_____										
OBLIGEE	_____										
Contact	_____ Phone _____										
Project	_____										
OBLIGEE	_____										
Contact	_____ Phone _____										
Project	_____										
TOTALS											
TOTAL UNCOMPLETED WORK:		SIGNATURE									
TOTAL UNCOMPLETED WORK BY SUBCONTRACTOR:		TITLE									
BONDED:		REMARKS									
UNBONDED:											

ATTACH ADDITIONAL SHEETS IF NECESSARY