

## BOND UNDERWRITING MEMORANDUM

A – PROJECT	
Principal: _____	<b>Bond Amount: \$</b> _____  <input type="checkbox"/> 60 <input type="checkbox"/> 90 <input type="checkbox"/> 120  Agreement? _____ Performance: _____ Labour & Mat: _____ Tender/Contract Date: _____ Payment Terms/Holdback: _____ Maintenance Period: _____ Completion Date: _____ Penalty: _____ Liquidated Damages: _____ Environmental Exposures? _____ _____
_____	
Obligee: _____	
_____	
Project Description: _____	
_____	
_____	
_____	
Estimate/Contract Price: _____ HST Included?	
Architect/Engineer: _____	
Address: _____	
Architect/Engineer's Estimate/Budget: _____	
Does the Principal have any Design Responsibility? _____ <del>Yes</del> ^s, attach details.	

B – STATUS				
OTHER BIDDERS	AMOUNT	SUBLET-DESCRIPTION	BONDED	AMOUNT
2 <sup>nd</sup> :	\$			\$
3 <sup>rd</sup> :	\$			\$
4 <sup>th</sup> :	\$			\$
5 <sup>th</sup> :	\$			\$

C – WORK ON HAND – BONDED, UNBONDED & OUTSTANDING TENDERS (PLEASE INDICATE IN COLUMN TWO)			
PROJECT DESCRIPTION	BONDED?	CONT. PRICE	UNCOMPLETED
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
Plus this job:			
Total WOH:			

REMARKS:
----------