

Grayhawk Insurance & Risk Management Services, Inc.

Bid Bond Request Form

1820 N. Greenville Ave., Suite 200, Richardson, TX 75081

Phone: 888.509.5559 - Metro: 972.671.9105

- FAX: 972.671.9804

Email: bb@grayhawkins.com

MISCELLANEOUS INFORMATION

CONTRACTOR INFORMATION

Today's Date: _____ Time: _____
Bid Date: _____ Time: _____
Date Needed: _____ Time: AM PM
Your Name: _____
Phone: _____

Contractor: _____
Address: _____
City/State/Zip: _____
Contact: _____
Phone: _____
Fax: _____

OBLIGEE/OWNER INFORMATION

Obligee: _____
Address: _____
City/State/Zip: _____
Contact: _____ Phone: _____ Fax: _____

JOB INFORMATION

Job Description: _____
Job Site Location: City: _____ State: _____
Project, Solicitation, or Invitation Number: _____

BOND AMOUNT

Estimated Bid Amt:	% of Bid Amt:	Amt. Needed:
Engineers Estimate:	Special Bond Form? <input type="checkbox"/> No <input type="checkbox"/> Yes	# of Originals:
Type of Final Bond (if awarded):	<input type="checkbox"/> Performance %	<input type="checkbox"/> Payment % <input type="checkbox"/> Maintenance

MISCELLANEOUS INFORMATION

Est. Job Start Date:	Est. Job Finish Date:	Time Allowed for Job:
Retainage: %	Est. % Subcontracted: %	Penalties Per Day:
Maintenance Period (# of Years):	Warranty Information (# of Years)	

CURRENT WORK IN PROGRESS

WIP Amount: Bonded:	Unbonded:	As Of:
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NOTES

DELIVERY INSTRUCTIONS

<input type="checkbox"/> Pick up at Grayhawk	<input type="checkbox"/> Other	
<input type="checkbox"/> Overnight Delivery	Carrier: _____	Overnight Account # *

*(if overnight delivery is necessary or requested and a Carrier/Account # is not provided, a \$25.00 delivery fee will be charged.)

Special Instructions or Other Address: _____