

Chase Surety – Bond Facility Application Form

Supporting Information Required

Information required	Details of information required	Attached
Last three (3) years Financial Accounts	<ul style="list-style-type: none"> The last three (3) years financial statements (either audited or signed by Directors) including profit & loss, balance sheet and cash flow. Where the most recent financial statements are more than twelve (12) months old, up-to-date management accounts must also be provided. Where the Applicant forms part of a larger group of companies, consolidated financials for the group and each individual entity are required. 	Yes / No
Budgeted financials for current / future years	<ul style="list-style-type: none"> Budgeted financials for the current year and next 12-24 months, including profit & loss, balance sheet and cash flow. 	Yes / No
Current pipeline of contracted work	<ul style="list-style-type: none"> A copy of the “work in progress” pipeline of current and future contracted work by contract including contract principal, nature of contract, value of contract, date started, estimated time to completion, estimated cost to complete and project profit. 	Yes / No
History of previous contracts	<ul style="list-style-type: none"> A copy of historical contracts completed including contract principal, nature of contract, value of contract, date started, date completed, budgeted cost to complete, actual cost to complete and project profit. This is to provide Chase Surety with a better understanding of Applicant’s history and capabilities. 	Yes / No
Corporate profile	<ul style="list-style-type: none"> Relevant information which includes corporate profile for the company, each indemnifier, ownership structure, key personnel details (Directors . Management CVs) and other relevant information. 	Yes / No
Corporate structure	<ul style="list-style-type: none"> A current company organisation chart plus commentary as the extent of any Deed of Cross Guarantee, Cross Defaults, Class or Orders or other Guaranteeing Group. 	Yes / No
Statement of assets & liabilities	<ul style="list-style-type: none"> A detailed statement by Indemnifiers / Guarantors of their personal assets and liabilities. 	Yes / No
A list of all current bank guarantees / bonds	<ul style="list-style-type: none"> A list of all bank guarantees / bonds on issue by favouree name including amount, type and expiry date. 	Yes / No
Details of existing bank facilities	<ul style="list-style-type: none"> A copy of any existing bank / financial institution provided facility agreement(s) (including details of security provided for those facilities, covenants etc). 	Yes / No
Trusts	<ul style="list-style-type: none"> If an Applicant / Indemnifier is a trustee of a trust, a certified true copy of the relevant trust deed (including variations) must be provided together with details of the unit holders or beneficiaries of the trust. 	Yes / No
Written confirmation	<ul style="list-style-type: none"> That all statutory obligations are up-to-date and in order. 	Yes / No

Details of Applicant

Company Name:			ABN / ACN:
Street Address:			
Date of Incorporation:	Where Incorporated:	Year Business Commenced:	Issued Share Capital:
Registered Office Address:			Does the Company Act in a Trustee Capacity: Yes / No
Business of Applicant:			
Geographic Location of Operation:			
Contact Name:	Title:	Telephone No.:	Email:
Ultimate Holding Company of Applicant:			ABN / ACN:
Auditors details:			
Lawyers details:			
Reason for seeking Surety Bonds:			

Facility Details

What type of Surety Bond Facility is the Applicant applying for?

Type of Bond	Facility Limit Requested	% reserved for Conditional Bonds	% reserved for Pay-on-Demand Bonds
Performance Bond			
Advance Payment Bond			
Refund Guarantee			
Supply of Goods/Materials/Equipment			
Other: _____			

1. To whom will the bonds be issued to? Government Entities (%) Private Company (%) Public Private Partnership (%)
2. What is the average bond value required to be submitted?
3. What is the average frequency of bond issuances in a year expected from this facility?
4. What is the usual duration of a bond?
5. What are the most common circumstances where surety bonds are needed?

6. What percentage of the Applicant's work is usually sub-contracted out?
7. What type of work is usually sub-contracted out?
8. How does the Applicant pre-qualify a sub-contractor or JV partner?
9. Does the Applicant require a Surety Bond or Bank Guarantee from its sub-contractors?
10. Under what circumstances does the Applicant not obtain a bond from its sub-contractor?

Applicant Company Structure

Name of Subsidiary	% of Group Revenue	% of Group Assets

Alternatively a Group Structure Chart can be provided separately.

Shareholders of Applicant

Name	% Shareholding	Director
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No

Key Personnel

Name	Title	Shareholding in Company %	Length of Service (in years)	Keyman Insurance Cover
				Yes / No
				Yes / No
				Yes / No
				Yes / No
				Yes / No

Bank and Non Bank Facilities

Facilities include term loans, overdraft, bank guarantees, leases, hire purchase, debtor finance, letters of credit, commercial bills, surety bonds etc.

Please provide on separate sheet if required.

Financial Institution:							
Facility Type:							
Facility Purpose:							
Facility Limit:							
Facility Utilisation:							
Maturity Date:							
Period with Institution:							
Security Provided:							
Banker Contact details:							

Does the Applicant propose to raise additional debt funds in the next 12 months? Yes / No
(if Yes, please provide details)

Please attach facility agreements for those facilities listed above.

Contingent Liabilities (Indemnities, guarantees etc)

Nature of Exposure	In Favour of	Amount of Exposure (\$)

Insurance

Does the Applicant carry the following insurance covers?

Policy	Limit of Cover	Excess / Deductible	Expiry Date
Contract Works			
Professional Indemnity			
Directors & Officers Liability			
Errors & Omissions / Design Liability			
General Liability			
Workers Compensation			
Industrial Special Risks			
Business Interruption			

10. In the Applicant's view, who are its major competitors?
11. What is the Applicant's policy in terms of dividend payouts?
12. What is the Applicant's policy in terms of cash holding?
13. What is the Applicant's policy in terms of Capital Expenditures?
14. Has the Applicant's or related entities' projects ever been delayed due to Occupational Health and Safety issues such that liquidated damages were paid out or a demand was made on its bond or bankers guarantee as a result?

Declaration by Applicant

Please answer the following by stating whether the Applicant (including associated entities):

1. Has been in business for at least five (5) years and during such period has remained under the same ownership	Yes / No*
2. Is a successful and viable concern and has made profits before exceptional and extraordinary items and before taxation in each of the past five (5) financial years	Yes / No*
3. Has its accounts audited regularly and promptly	Yes / No*
4. Restated its financial results in the past (5) years	No / Yes*
5. Has had its accounts qualified by its auditors	No / Yes*
6. Has adequate financial resources to honour all existing obligations and commitments	Yes / No*
7. Has ever had a claim on a guarantee or bond issued on its behalf	No / Yes*
8. Has ever defaulted on any contract in its history	No / Yes*
9. Has any unresolved or pending legal or other disputes in existence	No / Yes*
10. Has had any industrial action initiated against the Applicant in the last five (5) years	No / Yes*
11. Is engaged or involved in any situation which is likely to result in its insolvency or which may cause it to request any postponement of obligations to any party	No / Yes*
12. Has been through a debt restructuring/forgiveness in the past five (5) years	No / Yes*
13. Has to the best of your knowledge any director, shareholder or senior executive been a controlling shareholder, director or senior executive of a company which has been subject of a liquidation, receivership or winding up order and whether any of these individuals have been the subject of bankruptcy proceedings	No / Yes*
14. Has made known, or whether you are aware of, any plans for any change of the present ownership of the company, or any alteration in its business, or the disposal of any of its fixed assets	No / Yes*
15. Has been involved in, or been the subject of, any merger, acquisition, tender offer, buy-out or a change in equity structure in the past five (5) years	No / Yes*
16. Has had an application declined by any party to issue the required guarantee or any guarantee bond or indemnity	No / Yes*

If your answer to any of the above is marked * please provide details on a separate sheet.

I / we are not aware of any circumstances which we have not disclosed to you which might influence your acceptance of the risk. We agree that if the information supplied in this Application changes between the date of this Application and the date that Chase Surety issues a bond on the Applicant’s behalf, he/she (the undersigned) will, in order for the information to be accurate on the effective date of the surety bond, immediately notify Chase Surety of such changes, and Chase Surety may withdraw or modify any outstanding quotations and/or authorisations or agreements to bind the surety bond.

Signed:	
Name:	
Position (must be a duly Authorised Signatory of the Applicant):	
Date:	

Signing of this proposal does not oblige the Applicant to purchase any surety bond

Insurance Broker Details

Will your Insurance Broker be representing you in this transaction? Yes / No

Company Name:	
Broker Contact Name:	
Street Address:	

Brokers Authority to Act

I / we give permission for the above named Insurance Broker to act on our behalf to arrange the Bond Applications for and on behalf of the Applicant company and its related entities. This authority will be binding until further advised in writing.

Signed:	
Name:	
Position (must be a duly Authorised Signatory of the Applicant):	
Date:	