



## Subdivision Questionnaire

1. Name and Address of Principal:

\_\_\_\_\_

2. Entity Federal Tax Number: \_\_\_\_\_ Form of Entity: \_\_\_\_\_

3. Information on Stockholders and Owners:

<u>Name</u>	<u>% Ownership</u>	<u>Social Security Number</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. Outline of principal's prior development experience: \_\_\_\_\_

\_\_\_\_\_

5. Were prior developments bonded? If so, what company provided the bonds and provide a "quick outline" of the prior surety's terms and conditions:

\_\_\_\_\_

6. Name and brief description of current project needing bond(s): \_\_\_\_\_

\_\_\_\_\_

7. Name and address of municipality: \_\_\_\_\_

\_\_\_\_\_

8. Municipality's engineering firms' name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

9. Municipal engineer's estimate of improvement costs: \$ \_\_\_\_\_

*(Please attach Engineer's Breakdown)*

10. Total amount of subdivision bond being required: performance \$ \_\_\_\_\_ Payment \$ \_\_\_\_\_

### **Improvements Planned:**

- How many residential units are planned in the Development? \_\_\_\_\_
- What is the Price Range per unit? \_\_\_\_\_
- What Profit % *(after overhead)* is structured into the asking price? \_\_\_\_\_
- Is the Development Phased? \_\_\_\_\_
- Number of Phases? \_\_\_\_\_ Number of Homes in Each Phase? \_\_\_\_\_

### **CURRENT STATUS**

Number of closings: \_\_\_\_\_ Number of Homes Under Construction? \_\_\_\_\_

**IMPROVEMENT COSTS**

	<u>\$ Amount</u>	<u>Est. Completion</u>	<u>Contractor</u>
Grading, Sidewalks, & Curbs:	_____	_____	_____
Drainage, Basins, Sewers:	_____	_____	_____
Paving:	_____	_____	_____
Lighting & Landscape:	_____	_____	_____
Recreation Area:	_____	_____	_____
Other:	_____	_____	_____

Do you have Signed Contracts or Bids for the Improvement Work Required By the Municipality? \_\_\_\_\_

Please provide us with the contractor's name: \_\_\_\_\_

Did you or are you planning to require a surety bond from the contractor? \_\_\_\_\_

If not planning to require bonds, are you receptive to the notion if required for support? \_\_\_\_\_

**FINANCING (Please attach Bank Agreement)**

What is the estimated / actual cost of:

Land? \$ \_\_\_\_\_ Building? \$ \_\_\_\_\_

Improvements? \$ \_\_\_\_\_ Soft cost? \_\_\_\_\_

Where are the funds coming from to finance this development? \$ \_\_\_\_\_

Is there currently a commitment in place? \_\_\_\_\_

Is there Interim Financing in Place? \_\_\_\_\_ If so explain below:

Amount: \$ \_\_\_\_\_ Terms of Payment? \_\_\_\_\_

Security ? \_\_\_\_\_ Conditions / Restrictions? \_\_\_\_\_

Name, address and telephone number of the loan officer:

\_\_\_\_\_

How will the construction loan be paid off?

\_\_\_\_\_

***\*PLEASE ATTACH BANK AGREEMENTS***

When will **all** construction be completed? \_\_\_\_\_

When will site improvements be completed? \_\_\_\_\_

Have any site improvements been done to date? \_\_\_\_\_

If not, when do you anticipate the work to start? \_\_\_\_\_

**SECURITY**

Are you willing to provide the Personal Guarantees of all Development Owners and their Spouses with 10% ownership interest or more? \_\_\_\_\_

If necessary, are you willing to Deposit with the Surety: Cash, an Irrevocable Letter of Credit or Equivalent

Collateral or agree to a bank Setaside of funds arrangement? \_\_\_\_\_

As evidenced by my signature below (electronic is the same as written), the undersigned unconditionally authorize representatives AmTrust Surety and/or other affiliated companies to obtain credit information, including but not limited to personal credit reports, credit applications and/or any other personal and/or corporate financial documents to further process this application for surety.

Signed and Sealed \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

By: \_\_\_\_\_

## ATTACHMENTS TO SUBDIVISION QUESTIONNAIRE

### Requested Information:

- City/County/Municipality required bond form
- Developer or Permit Agreement between obligee and developer
- Evidence to confirm developer owns subject property for bond requirement (Deed or equivalent)
- Business financial statements
- Business federal tax returns
- Personal financial statement from all principals and their spouses (with 10% or more ownership)
- Bank & investment account statements to verify cash held
- Plat map of subject property to be developed
- Estimated cost breakdown (Engineer's Estimate) reconciling required bond amount
- Proforma outline of anticipated sales, expenses, and gross profit
- Evidence of 100% financing/funding for the cost of improvements
- Operating agreements for all entities expected to support the bond needs
- Standard Contract GIA agreement to be required