JM WILSON
MGA AND E&S BROKER | EST. 1920

Agent Information

Agent: ______________________________

Agency Code: ______________________________

Contact: ______________________________

Phone: ______________________________

Email: ______________________________

New ☐ Renewal ☐

Policy Number: ______________________________

JM WILSON

(800) 666-5692

ITEMS NEEDED FOR CONSIDERATION OF ANY BID &/OR PERFORMANCE/PAYMENT BONDING ACCOUNT

1. Last 2 or 3 fiscal year-end financial statements for the business
2. Current interim financial statement for business if most recent fiscal year-end financial statement is more than 6 months old
3. Current personal financial statements for all owners
4. Contractor's Surety Questionnaire completed, signed and dated
5. Current Schedule of Work on Hand
6. Current Bank Reference Letter, indicating line of credit set up, if any, and the amount of that line that is currently available
7. Resume of Owner(s)
8. Any job reference letter(s) are appreciated
9. Copy of current Certificate of Insurance

Send submissions to: surety@jmwilson.com

SURETY QUESTIONNAIRE FOR CONTRACTORS

1) Name of Firm

2) Address

3) Phone Fax

4) Federal ID Number

5) Business Type: ○ Proprietorship ○ Partnership ○ Corporation
○ Sub S Corporation ○ LLC

6) List Corporate Officers, Partners, or Proprietors of Your Firm (or any person with 10% interest or more)

Name & Address	Position/Title	% owned	SS#	Name/SS# of Spouse

7) Is a Buy-Sell Agreement in Place? ○ Yes ○ No
If yes, is it Funded by Life Insurance ○ Yes ○ No

8) List any Subsidiaries or Affiliates:

Firm Name	Who Owns	%Ownership	Business Specialty

9) Construction Specialty

10) Geographical Area of Operation

11) What Date was Business Started

12) Percentage of Work: Public Private

13) What Percentage of Your Work is Normally Subcontracted?

14) What Trades do You Normally Subcontract?

15) What is the largest Work on Hand Program you have had in the past and what year was this? (The total contract price of all jobs going at any one time less the total amount of billings on those jobs) Amount: Year:

16) What is the largest Work on Hand Program you expect during the next year?

17) List the three largest contract that you have completed in the last 5 years:

Job Name	Completion Date	Final Contract Price	Bonded?
A			○ Yes ○ No
Contact Person:		Phone:	
B			○ Yes ○ No
Contact Person:		Phone:	
C			○ Yes ○ No
Contact Person:		Phone:	

18) What is the Largest Single Job You Expect to Do During the Next Year?

19) Has your Firm or Any of its Principals Ever Petitioned for Bankruptcy, Failed in Business, or Defaulted on a job causing a loss to a Surety Company

○ Yes ○ No

If Yes, Please Explain

20) Is Your Firm or its Owners Currently Involved in any Litigation? ○ Yes ○ No

If Yes, Please Explain

21) List Your Four Major Suppliers:

	Name	Contact Person	Phone	Credit Amount
A				
B				
C				
D				

22) Name of Your CPA

23) Address of CPA Phone

24) Fiscal Year End for Firm

25) Level Financial Statements Prepared On:

○ In House ○ CPA Compiled ○ CPA Review ○ CPA Audit

26) Basis Financial Statements Prepared On:

○ Cash ○ Accrual ○ Completed Job ○ % of Completion

27) Basis Taxes are Paid:

◯ Cash ◯ Accrual ◯ Completed Job ◯ % of Completion

28) Annual Gross Sale for Last 3 Years:

Last Year 2 Yrs. Ago 3 Yrs. Ago

29) Name of Your Bank

30) Address of Bank

31) Contact Name at Bank Phone

32) Line of Credit Set Up

33) Amount of This Line Currently Available

34) How Secured? Expiration Date

35) Previous Surety Companies

36) Current Surety Companies

37) Reason for Changing Current Surety Company

I/WE ATTEST THAT ALL INFORMATION CONTAINED IN THIS QUESTIONNAIRE IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE AND I/WE AUTHORIZE J.M. WILSON AND/OR ANY OF THEIR AGENTS OR COMPANIES TO INVESTIGATE MY/OUR HEREIN CONTAINED RESPONSES AND CHECK MY/OUR CREDIT WITH ANY CREDITORS AND/OR LENDING INSTITUTIONS AND/OR CREDIT BUREAU SERVICES.

SIGNED THIS _______ DAY OF _____________, ______

____
COMPANY NAME

_______________________________ _______________________________
SIGNATURE OF WITNESS/ATTESTANT SIGNATURE OF PRINCIPAL

JM WILSON

Schedule of Work in Progress (All work – Bonded and Unbonded) as of:							
NAME OF COMPANY							
OBLIGEE/PERSON TO CONTACT/PHONE	BONDED?	START DATE	COMP. DATE	CONTRACT PRICE	BILLED TO DATE	COST TO DATE	COST TO COMPLETE
COLUMN TOTALS:				0	0	0	0

COMMENTS:

PERSONAL FINANICAL STATEMENT

Note: This Form is to be used for Personal Financial Statements only, not to be used for Business Statements.

Personal Financial Statement of :	Name		SS#		
Address:					
Name of Spouse:		Home Phone:		Business Phone:	
AS OF:					

CURRENT ASSETS		CURRENT LIABILITIES	
Cash on Hand (not in bank)		Notes Payable to (name & address)	
Cash in Following Banks: (name and add.)		▪	
▪		▪	
▪		▪	
▪		Sales contracts & chattel mtg (attach. Descr.)	
Stocks & Bonds (schedule 1)		Accounts Payable	
Accounts Receivable (schedule 2)		Current portion of long term debt	
Notes Receivable (schedule 3)		Other current liabilities (attach .desc.)	
Other Current Assets (itemize)			
▪		Current year's income tax unpaid	
▪		Prior year's income tax unpaid	
▪		Real Estate taxes unpaid	
TOTAL CURRENT ASSETS	0	TOTAL CURRENT LIABILITIES	0
FIXED ASSETS		LONG TERM LIABILITIES	
Real Estate (Schedule 4)		Real Estate Debt (Schedule 4)	
Residence		Residence	
Other		Other	
Cash Value of Life Insurance (Schedule 5)		Borrowed on Life Insurance (Schedule 5)	
Other assets & investments (attach description)		Other long term debt	
TOTAL FIXED ASSETS	0	TOTAL LONG TERM LIABILITIES	0
TOTAL ASSETS	0	**TOTAL LIABILITIES**	0
		NET WORTH	

Contingent Liabilities

For Endorsements or Guarantees $ ______________________________

For other Purposes $ ______________________________

Give Details: ______________________________

Schedule #1 – Stocks & Bonds

Name of Security	#of Shares	If any pledged, to Whom and what purpose	Dividends paid last two days	Market Value	Book Value

Schedule #2 – Accounts Receivable

Name & Address from whom due	For what is it due	When Sold	When Due	Amount

Schedule #3 – Notes Receivable

Name & Address from whom due	For what is it due	When Sold	When Due	Amount

Schedule #4 – Real Estate

Description of Property	Title in Name of	Market Value	Date Acquired	Cost	Maturity	Amount Owed

Schedule #5 – Life Insurance – Cash Value

Name of Company	Policy Number	Name of Insured	Beneficiary	Face Value	Cash Value	Amount Borrowed

Income/Expense Information

Sources of Cash	Last Year 20	This Year 20	Projected Next Year	Uses of Cash	This Year 20	Projected Next Year
Salary & Wages				Income taxes & FICA		
Comm., Bonus,Etc				Other payroll deductions		
Interest & Dividends				Living exp. & misc.		
Rental Income				Rental Expenses		
Oil & Gas Rev after Op Exp.				Oil/ Gas Expend		
Other Business Income				Other Business Expenses		
Other:				Other:		
SUBTOTAL	0	0	0	**SUBTOTAL**	0	0
Comm., Bonus, etc.				Regular Sched. Pymts		
Sale of Assets				Other Interest		
Tax Refund				Other Principal		
Other:				Contingent Liability		
Total Cash Sources	0	0	0	Total Cash Uses	0	0
				Net Cash Flow		