

Appendix B. Sample Surety Letter

This form is only required if you are prequalifying for a bid package \$500,000 and above, See pg2 of prequalification package.

Date

Mr. Jerry Winegar, Senior Project Manager

W. M. Jordan Company, Inc.

1712 Eastwood Road, Suite 200

Wilmington, North Carolina 28403

Re: Brunswick County Schools - North and West Brunswick High School Additions

Dear Mr. Winegar:

We are pleased to advise you that (Name of Surety Company) has a bonding program in force for (Name of Subcontractor). (Name of Surety Company) will provide bonds for projects that (Name of Subcontractor) bids or negotiates, providing (Name of Subcontractor) is awarded a mutual acceptable subcontract.

In handling their bonding needs, we are aware of the exemplary manner in which (Name of Subcontractor) meets their financial obligations to us, their suppliers, bankers, and others. As a result, we have in place for (Name of Subcontractor) an aggregate bonding program of approximately \$_____. Currently they have approximately \$_____ of available capacity and a single contract limit amount of approximately \$_____. (Name of Subcontractor) current bond rate is ____%.

We have handled (Name of Subcontractor) bonding needs for _____ years: they have always performed exceptionally. We feel that (Name of Subcontractor) will do an excellent job for you.

Please contact us should you have any questions.

Sincerely,

(Name of Surety Company)

(if applicable, attached the Power of Attorney)