

## INSTRUCTIONS TO BONDING COMPANY FOR EXECUTION OF LICENSE BONDS

THE CONTRACTOR MUST SUBMIT THE ORIGINAL BOND TO THE REGISTRAR OF CONTRACTORS. ONLY THE ORIGINAL BOND DOCUMENT WILL BE ACCEPTED. FAXED BONDS ARE NOT ACCEPTABLE.

The bond must be filled in completely and correctly as indicated in the steps listed below:

1. Surety bond number. 'BINDER' in lieu of a bond number is not acceptable.
2. COMPANY NAME LINE: Company or Business name must be exactly as it appears on the license application.  
**Sole Proprietorship Bond**: Individual's name followed by DBA, (Doing Business As) company name.  
**Partnership Bond**: All partners' names followed by DBA company name.  
**Corporate or Limited Liability Company Bond**: Corporate/Limited Liability Company name must read exactly as registered with Arizona Corporation Commission and if a DBA is used, Corporate/Limited Liability Company name followed by DBA company name.
3. Type in the name of the surety company.
4. The amount of bond required depends upon the classification of license (see reverse side for instructions).
5. Insert full Classification number and title, for example: "C-11 ELECTRICAL"
6. Original signatures on bond must be properly completed: (Reproduced signatures are **not** acceptable)

**Sole Proprietor, Partner, Corporate Officer or Member of Limited Liability Company** must sign and add title.

**Attorney-in-Fact** must sign. This signature must be notarized.

Subsequent bond riders or reinstatement notices must be the original copy bearing original signature(s).

**NOTE:** On all new applications for any classification of license the applicant shall estimate the anticipated gross volume of work within the State of Arizona for the remainder of the present fiscal year and shall be governed by the bond requirements hereinabove set forth as they apply to the particular classification of license. The filing of a bond or deposit in a specified amount shall be deemed to be the equivalent of submitting a volume estimate within the dollar limitations applicable for such bond amount.

**NOTE:** Any existing license under Suspension for lack of bond will not be renewed, nor will a new license application be accepted unless the original, signed bond, approvable by the R.O.C., is submitted with the application.

SEE BOND SCHEDULES ON REVERSE SIDE.

<b>RESIDENTIAL CLASSIFICATION</b>	<b>CONTEMPLATED GROSS VOLUME WITHIN ARIZONA</b>	<b>(PER EACH LICENSE)</b>
Class B, B-3, B-4, B-4R, B-5, B-5R, B-6 and B-10	<b>Less than \$750,000</b>	<b>\$ 9,000</b>
	<b>\$750,000 or more</b>	<b>15,000</b>
Class R, R-R and specialty dual residential	<b>Less than \$375,000</b>	<b>4,250</b>
	<b>\$375,000 or more</b>	<b>7,500</b>
<b>COMMERCIAL CLASSIFICATION</b>	<b>CONTEMPLATED GROSS VOLUME WITHIN ARIZONA</b>	<b>(PER EACH LICENSE)</b>
Class A and B general commercial building contractors and sub classification of general commercial contractors.	<b>\$150,000 or less</b>	<b>\$ 5,000</b>
	<b>In excess of \$150,000 but not more than \$500,000</b>	<b>15,000</b>
	<b>In excess of \$500,000 but not more than one million</b>	<b>25,000</b>
	<b>In excess of one million but not more than five million</b>	<b>50,000</b>
	<b>In excess of five million but not more than ten million</b>	<b>75,000</b>
	<b>Over ten million</b>	<b>100,000</b>
Class C and specialty dual commercial	<b>\$150,000 or less</b>	<b>\$ 2,500</b>
	<b>In excess of \$150,000 but not more than \$500,000</b>	<b>7,000</b>
	<b>In excess of \$500,000 but not more than one million</b>	<b>17,500</b>
	<b>In excess of one million but not more than five million</b>	<b>25,000</b>
	<b>In excess of five million but not more than ten million</b>	<b>37,500</b>
	<b>Over ten million</b>	<b>50,000</b>

Dual license bond amounts are the combined amount required for residential and commercial classifications.