**REQUEST FOR PAYMENT BOND INFORMATION**

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| Project Name: |
| Address: |
| Requesting Party Name: |
| Address: |
| Provided: |
| Services |

**Hiring Company:**

We were hired to furnish labor and/or materials to this construction project, and we look forward to working with you! Our services and/or materials were furnished at the request of the Hiring Company, who hired the Requesting Party.

**Please furnish the following information for our records:**

1. The name and last known address of the governmental entity with whom the prime contractor contracted for the public work.
2. A copy of the payment and performance bonds for the public work, including bonds furnished by or to the prime contractor; and
3. The name of the surety issuing the payment bond and the performance bond, along with their address and telephone number.
4. These materials may be sent to the requesting party at the address above. If you have any questions, feel free to give us a call!

Thank you,