

MAHORSKY GROUP, INC.

2100 QUAKER POINTE DRIVE • QUAKERTOWN, PA 18951 • (215) 536-0253 • FAX: (215) 536-0257

CONTRACTOR'S QUESTIONNAIRE

- 1) Contractor _____
(name as it is filed with Secretary of State or IRS)
- 2) Address _____
Street City State Zip
- 3) Phone (____) _____ Fax (____) _____ Cell (____) _____
- 4) Federal Tax I.D. # _____ 5) Total # of Employees _____
- 6) Form of Organization: ☐ Corporation ☐ Partnership ☐ Proprietorship
- 7) Date Business Formed _____ Date Incorporated _____
- 8) Designations ☐ 8(a) ☐ HubZone ☐ SDVOSB ☐ WOSB
☐ VOSB ☐ Alaskan Native ☐ Tribal Owned ☐ Hawaiian Native
☐ Native American ☐ _____ ☐ _____ ☐ _____
- 9) Ownership Detail: **(Provide resumes)**
- | Name and Residence Address | % Own. | Age | Title / Responsibility | Individual Social Security # | Marital Status | Spouse's Legal Name & SS # |
|----------------------------|--------|-----|------------------------|------------------------------|----------------|----------------------------|
| 1) | | | | | | |
| 2) | | | | | | |
| 3) | | | | | | |
| 4) | | | | | | |
- 10) Has there been any change in ownership in the past two years? ☐ Yes ☐ No
If yes, please explain _____
- 11) Is the Company or any of its owners connected with other companies that operate as a parent, subsidiary, holding company or affiliate? ☐ Yes ☐ No If yes, please explain _____
- 12) Have provisions been made for continuation of the duties of the owner(s) and an orderly transfer of ownership in the event of death or disability? ☐ Yes ☐ No Provide details _____
- 13) Are there any problems with full corporate and personal (including spouses) indemnification by all owners and/or affiliates of the company? ☐ Yes ☐ No If yes, please explain _____

14) Key Operating Personnel: **(Provide resumes)**

Name	Position/Responsibility	Age	Time in Position	Time in Industry
1)				
2)				
3)				
4)				

15) Control and supervision of contracts by owner(s) is performed on a ☐ Daily ☐ Weekly ☐ Monthly basis

16) What class of construction work does company:

A. Generally do _____

B. Specializes in _____

C. At times handle _____

17) What is your geographic area of operation _____

18) What was the largest backlog of contract cost to complete (not contract value) \$ _____

Number of Jobs _____ Year _____

19) List the six largest/most important contracts completed in the last five years.

Owner's Name & Contact Person	Description of Project	Address & Phone No.	Contract Amount	Completion Time/Date
1)				
2)				
3)				
4)				
5)				
6)				

20) Are bonds required from subcontractors or suppliers? ☐ Yes ☐ No If yes, over what amount \$ _____

21) What is the single largest contract you expect to attempt to obtain in the near future? \$ _____

What is the largest backlog of cost to complete you expect to attempt to handle in the near future?

22) \$ _____

23) What is the largest volume of contract value you will attempt to handle in the near future? \$ _____

24) Do you presently own the equipment necessary to complete the program outlined in 20, 21, & 22? ☐ Yes ☐ No

If no, will you be ☐ buying ☐ renting ☐ leasing

Anticipated total acquisition cost (including down payment) \$ _____

Anticipated cost payable within the next twelve months \$ _____

25) Present or most recent surety _____
Location _____ How long have you used this surety? _____
Largest single contract previously bonded _____ Reasons for change in surety? _____

26) Have you in the past or do you plan to use more than one surety at a time? ☐ Yes ☐ No

27) Is collateral currently posed with any other Surety to secure bonds on behalf of your firm? ☐ Yes ☐ No
If yes, please provide details _____

28) Has the company, any affiliate or subsidiary, or any owner(s) or companies in which they have had ownership interest:
Ever defaulted on a contract? ☐ Yes ☐ No If yes, please explain _____

Ever defaulted on a contract forcing the surety to suffer a loss? ☐ Yes ☐ No If yes, please explain _____

Ever experienced a bankruptcy? ☐ Yes ☐ No If so, please explain _____

Been in receivership? ☐ Yes ☐ No If so, please explain _____

Been liened by a taxing authority (IRS, State, Municipal, Etc.)? ☐ Yes ☐ No If so, please explain _____

29) Are any liens for labor and/or materials filed against your company on any contracts which have been done or are
being done by your company? ☐ Yes ☐ No If so, please explain _____

30) Name of Bank _____

Address _____

Account Manager _____ Phone _____

With Bank Since _____ Current Line of Credit Amount \$ _____

Amount in Use at Time of Application \$ _____

Anticipated Additional Amount to be Used in Next 90 days \$ _____

Secured by: _____

Corporate Signature ☐ Yes ☐ No Personal Signature ☐ Yes ☐ No Accounts Receivable ☐ Yes ☐ No

Inventory ☐ Yes ☐ No Other ☐ Yes ☐ No Describe: _____

Terms: Rate _____ Repayment _____ Expiration _____

Provide Current Bank Line of Credit Commitment Letter

Previous Bank _____

Address _____

Account Manager _____ Phone _____

Term with Previous Bank _____

31) Have there been any changes in outside accounting firms since your last fiscal year end? ☐ Yes ☐ No
If yes, please explain the reason for change _____

If no, how long have you been using the present firm? _____

32) Are interim financial statements prepared during the year? ☐ Yes ☐ No
If yes, how often _____ by whom _____

33) Are trial balances prepared monthly? ☐ Yes ☐ No If no, how often _____ by whom _____

34) If the company is a corporation, is it a Sub Chapter S Corporation? ☐ Yes ☐ No

35) Financial statements are prepared by the CPA on the following basis:
☐ % of Completion ☐ Completed Contract ☐ Accrual ☐ Cash

36) Income taxes are paid on the following basis: ☐ % of Completion ☐ Completed Contract ☐ Accrual ☐ Cash

37) Are corporate and personal taxes of owner(s) and spouse(s) current: ☐ Yes ☐ No If no, please explain _____

38) Does your company act as an indemnitor to any of the following:

Bank ☐ Yes ☐ No Surety Company ☐ Yes ☐ No
Supplier/subcontractor ☐ Yes ☐ No Other ☐ Yes ☐ No

39) Are any of your accounts receivable or retentions assigned, pledged, hypothecated, sold or discounted other than for your present bank line of credit and bonded contracts or do you plan to do this in the future? ☐ Yes ☐ No
If no, please explain _____

40) Give names of principal suppliers/subcontractors

Name of Firm and Contact	Address & Phone	Material/Service Provided

Provide a Current Certificate of Insurance

Remarks: _____

<i>The following statement must be signed by an owner or officer of the company for which bonding is being requested.</i>	Completed by: _____ (print name)
I acknowledge that all information is complete and correct and is given to induce the insurance company to execute surety bonds. I understand that false information may constitute misrepresentation or fraud. I, the undersigned, am authorized to allow you to investigate the credit, bank and performance reference and prior sureties of the company, its employees and owners for bond purposes.	Title: _____
	Signature: _____
	Date: _____