

# **Builder Qualification Application**

## Montserrat

Please return the completed form, review fee, and all requested information to Montserrat HOA, 9411 Marbella Drive, Fort Worth, Texas, 76126. If you have any questions, please contact Larry Hamre at (817) 560-5511.

A non-refundable builder application fee of **\$400.00** payable to Montserrat Homeowners' Association, Inc. is required for the application to be processed. If approved, builder will need to establish a \$5,000 escrow and add the HOA to their insurance as additional insured.

The Undersigned certifies that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED BY: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

TYPE OF ORG.:      Corporation      Partnership      Individual      Joint Venture      Other

DBA: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

### **ORGANIZATION**

How many years has your organization been in business?

How many years has your organization been in business under its present name?

Under what other or former names has your organization operated?

Answer the following as applicable:

Date of incorporation/organization:

State of incorporation/organization:

Names and titles of officers/general partners/owners:

## LICENSING

List jurisdictions and trade categories in which your organization is legally qualified to do business and indicate registration or license numbers, if applicable.

List jurisdictions in which your organization's partnership or trade name is filed.

## EXPERIENCE

List/describe the categories of work that your organization normally performs.

Please provide a list of your regular subcontractors and vendors.

List the construction experience and present commitments of the key individuals of your organization.

State average annual amount of construction work performed for each of the last five years.

<u>Year</u>	<u>Gross \$</u>
2011	
2010	
2009	
2008	
2007	

Average size (square footage) of recent residential construction projects.

Average sales price of recent residential construction projects.

State the total worth of work in progress and under contract.

### **CLAIMS AND SUITS**

(If the answer to any of the questions below is yes, please attach details.)

Has your organization ever failed to complete any work awarded to it?

Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years?

Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract or had legal proceedings initiated against it? (If the answer is yes, please attach details.)

### **REFERENCES**

Trade References:

Contact name and phone number of three suppliers.

Bank References:

Contact name and phone number.

Surety:

Name of bonding company:

Name and address of agent:

**Client References:**

**Two residences constructed within the last five years**  
(Please provide photos)

Date completed:

Client:

Address:

Telephone Number:

Project description:

Date completed:

Client:

Address:

Telephone Number:

Project description:

**One residence constructed at least five years ago**  
(Please provide photos)

Date completed:

Client:

Address:

Telephone Number:

Project description:

**One residence currently under construction**  
(Please provide photos)

Stage of completion:

Client:

Address:

Telephone Number:

Project description:

**FINANCING**

Financial Statement.

Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement.

**SIGNATURE**

Name of Organization: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_