



License #979728

Subcontractor Information Sheet

Legal Company Name: _____

Address: _____

City/State/Zip: _____

Office Phone: _____

Trade: _____ Federal ID: _____ Contractor's License: _____

Estimator Contact: _____

Accounting Contact: _____

Estimator Email: _____

Accounting Email: _____

Direct # or Ext.: _____

Direct # or Ext.: _____

Closeout Contact: _____

Closeout Email: _____

Terms & Requirements

Accounting

INVOICES: Our terms are net 30 based upon date of receipt prior to the 20th of each month. We DO NOT accept faxed or emailed invoices.

RELEASES: Upon receipt of final payment a #4 Lien Release must be forwarded to us.

SUBCONTRACTOR QUALIFICATIONS:

PRELIMS: Prelim requests should be emailed to bidding@lockrul.com

INSURANCE: All insurance requirements must be met before a subcontractor can commence work on our jobsites.

CLOSEOUTS: Upon the completion of any project that requires a subcontract agreement, the subcontractor must forward closeout documents before any payment will be issued (ex: 1-year work guarantee letter, as-builts, O&M manuals, etc.)

I have read and understand the above terms and requirements from Lockrul Construction:

Signed: _____ Date: _____

For Office Use Only

- General Liability Insurance
- Workers Compensation
- Completed W-9 Form
- Endorsed Sub Info Sheet
- Auto Liability

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