

On agent or surety company letterhead

Date

Oltmans Construction Co.
10005 Mission Mill Road
Whittier, CA 90601

**RE: (NAME OF SUBCONTRACTOR)
SURETY PRE-QUALIFICATION LETTER**

To Whom It May Concern:

(name of surety company), has issued surety bonds to (name of subcontractor) since (insert year), during which time we have favorably considered projects up to \$(insert the dollar amount of the single bond limit) on a single basis and \$(insert the dollar amount of the aggregate bond limit) on an aggregate basis.

(name of subcontractor) has approximately \$(insert the dollar amount of available bond capacity) in available bonding capacity. Our experience with (name of subcontractor) has been excellent, and we highly recommend them to you.

(name of surety company's) decision to issue any bond is conditioned upon acceptable review of contract terms, contract amount, bond forms, and financing for each project as well as other pertinent underwriting information at the time of the request.

Please understand that any arrangement for any bonds is a matter between (name of subcontractor) and (name of surety company) and we assume no liability to third parties or you if, for any reason, we do not issue requested bonds.

This letter will expire one hundred and eighty (180) days from the above date.

Sincerely,
(name of surety company)

(name of agent or surety underwriter)
(title)