



SERVICE IS WHAT WE SELL!

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Dear Valued Customer,

To begin the process of obtaining your new bond, please follow the steps listed below. Return all documents to Mobile Insurance at the address noted below and we will seek the best bond terms available. Here are the steps:

- 1) Complete, sign and date the attached Commercial Surety Bond application (IMPORTANT – If you are married, your spouse is required to also sign the application, regardless of their involvement in the company.
 - a. Complete all required information containing an *
 - i. The “Name of Individual Signing Bond” and item “1. Name & Address of owner/Spouse (Indemnitor)” should be the same person.
 - ii. All individuals on the application must sign and date on the equivalent numbered line at the bottom of the page.
 1. For example, the individual listed on “2. Name & Address...” will sign at the bottom where it says, “2. Indemnitor Signature”
- 2) Sign and return the attached Notice of Investigation form.

Bonds are issued on a credit worthy basis, thus, the bond company will complete a soft credit report for each applicant listed on the application when applying for a surety bond, and each year at renewal.
- 3) Submit updated personal financial statement(s) for each owner listed on the bond application along with a corporate financial statement. Couples may submit a joint financial statement. Attached is a personal financial statement template for your convenience. If you prefer to use your own form, please do so.

Sincerely,

Luz Alvizo
Ext. 111 – luz@mobileagency.com