City of Southfield, MI --- BOND HOLDER INFORMATION FORM

Section 1 of 2 - General Information*

BOND HOLDER [1]	Date Submitted (mm/dd/yyyy):	
Company Name:		
Company Address:		

City:		State (XX):		Zip Code:	

Primary Contact (Name, Title):	

Phone:		Email:	

Emergency Contact (Name, Title):	

Phone:		Email:	

UTILITY COMPANY (Permit Owner)*[1]	Same as Bond Holder?*[1]:	◯ YES ◯ NO
Company Name:		
Company Address:		

City:		State (XX):		Zip Code:	

Primary Contact (Name, Title):	

Phone:		Email:	

Section 2 of 2 - Reference Information*

UTILITY PERMIT AND ASSOCIATED BOND REQUIREMENTS[2]

Bond Submission ($):	Included: ◯ YES ◯ NO Payment Type:

Permit ID, address, and/or related information:

ATTACHMENT [1]

◯	Bond Refund Authorization Letter (If applicable)

REFERENCES

(*): Required fields. If a section heading is marked as required, all subsection fields are required.

(1): Bonds will only be refunded to the entity and address as listed under Bond Holder on this form for the respective permit. If the bond holder is an entity other than the permit owner, please fill out both "Bond Holder" and "Utility Company" sections. If a utility company will be submitting a bond for their own work, please mark "YES" for "Same as Bond Holder" and fill out the "Utility Company (Permit Owner)" section only. Bond holder information listed should match the information provided on the method of payment; if it does not, and the entity would like to have a bond refunded to an entity or an address other than the information listed on the method of payment, a Bond Refund Authorization Letter must be submitted along with this form.

(2): In accordance with the permit application procedures and guidelines, the City of Southfield maintains the right to forfeit funds from a bond if standards outlined in the permit application procedures and guidelines are not sufficiently met. Outstanding fees or listed forfeiture amounts that exist at the time of a permits' closure, expiration, or cancelation may be directly withheld from the respective bond(s).

ENGINEERING DEPARTMENT USE ONLY

Utility:	
Permit Number:	
Bond Number:	
Note:	