



**SUBCONTRACTOR PREQUALIFICATION REQUEST**  
(Required for all Contracts/Purchase Orders in excess of \$75,000)

Project \_\_\_\_\_ Number \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email: \_\_\_\_\_

Contact (s) \_\_\_\_\_ Title \_\_\_\_\_

Type of Work \_\_\_\_\_ (\_\_\_\_) Labor (\_\_\_\_) Materials

Amount of Bid \_\_\_\_\_ Requested By \_\_\_\_\_

Nearest Bidder \_\_\_\_\_ Date \_\_\_\_\_

Amount in The Douglas Company Estimate \_\_\_\_\_

---

---

Project Manager approval of the operation prequalification: \_\_\_\_\_ Date: \_\_\_\_\_

---

---

VP of Construction approval is ( not ) granted \_\_\_\_\_ Date: \_\_\_\_\_

CFO's Financial Approval is ( not ) granted (if over \$250,000) \_\_\_\_\_ Date \_\_\_\_\_

Subject to the following terms:

- Pay all amounts due to Suppliers and Subcontractors Directly via Joint Check.
  - Pay all amounts due to Suppliers and Subcontractors Filing a Notice to Owner or
  - Notice of Furnishing via Joint Check.
  - Furnish Subcontractors'/Suppliers' Waivers for:
    - 1) The current month from all Subcontractors/Suppliers which have been paid in full through the billing date, and
    - 2) Prior month waivers from Subcontractors/Suppliers which have an unpaid balance through the billing date and will be paid by Joint Check
  - Furnish Subcontractors'/Suppliers' waiver for the prior month.
  - Performance and Payment Bonds from an acceptable "A" rated surety, in amount equal to the contract value.
  - Certified Payrolls and Prevailing Wage will be provided monthly.
  - Monthly Sworn Statements are required to be submitted with each invoice.
  - Subcontract/Purchase Order must be signed by President/Vice President.
  - Personal Guarantee of Subcontractor's Principal.
  - Other \_\_\_\_\_
- 
-