



# GUARANTEE BOND FORM

Community Development Department  
1911 Boundary Street, Beaufort, South Carolina, 29902  
p. (843) 525-7011 / f. (843) 986-5606

Email: [development@cityofbeaufort.org](mailto:development@cityofbeaufort.org) Website: [www.cityofbeaufort.org](http://www.cityofbeaufort.org)

Receipt # \_\_\_\_\_

**OFFICE USE ONLY:** Date Filed: \_\_\_\_\_ Deposit Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Date plans submitted: \_\_\_\_\_ Date work completed: \_\_\_\_\_

Guarantee Type:     Cash     Check     Performance/Surety Bond     Letter of Credit

A Project (e.g., subdivision, new development, C.O.) shall not be approved until all required infrastructure and improvements are in place and approved, or a performance guarantee for 125% of the cost of the uncompleted work, including labor, is filed with the City. The cost estimate shall be prepared by a qualified contractor using prevailing material and labor costs. The estimate shall match the approved plan. Guarantees in the form of surety bonds or letters of credit may not expire automatically; they shall be released by the City when the work is complete.

## Applicant, Owner and Property Information

Estimated Amount: \_\_\_\_\_ Guarantee Amount (125% of Estimate): \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

Scope of Work being Guaranteed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTE: that checks used to guarantee infrastructure will be deposited immediately.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_