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## General information checklist for EDC's contract bonding support

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### EDC contract bonding program

*Performance Security Insurance (PSI)* provides cover to the exporter against a wrongful call on letters of guarantee.

*Performance Security Guarantee (PSG)* provides security to the bank issuing letters of guarantee.

*EDC's Surety Bond Insurance* provides reinsurance support to the surety company, or direct support to the exporter when the exporter is not able to find a surety company (*in the case of reinsurance, the surety company will approach EDC directly and provide the necessary information*).

### How to apply

Please provide the following:

- completed EDC application form;
- brief description of the project;
- tender or bid documents, signed or pro forma commercial contract;
- information on your buyer (including financial information, if available);
- details as to how the buyer will pay (open account, letter of credit or other financing arrangements);
- copy of the bond;
- your most recent audited financial statements (three years for PSG and Surety Bond Insurance) and your latest interim statements; and
- brief corporate description and history of your company (when established, purpose, ownership structure, associated companies, number of employees, facilities, major changes in control and management of the company over last three years — more details may be required for PSG and Surety Bond Insurance).

For PSG and direct surety bond support, please complete the *Questionnaire on corporate capabilities* on the next page.

Where applicable, EDC will advise whether any other information is required.

## Questionnaire on corporate capabilities

### What bank lines of credit or surety bonding lines do you have?

*For each facility, please provide:*

- a) the limit;
- b) amount now being utilized;
- c) the security;
- d) the name of the bank or surety company and contact authorized to provide references to EDC;
- e) a copy of the term sheet; and
- f) expiry/renewal date.

### What are your largest contracts completed to date?

*For each contract, please list:*

- a) name of buyer;
- b) total contract value including approved change orders;
- c) terms of payment and bonding requirements;
- d) start and completion dates;
- e) gross profit; and
- f) country and type of work.

### What is your current work in progress?

*For each contract, please indicate:*

- a) name of buyer;
- b) total contract value including approved change orders;
- c) terms of payment and bonding requirements;
- d) start and estimated completion dates;
- e) work completed to date (percentage);
- f) original estimated gross profit;
- g) amount billed to date;
- h) costs to date;
- i) revised estimate to complete the works; and
- j) country and type of work.

### What contracts have you bid on but have not yet signed?

*Please indicate:*

- a) total value of contracts bid on;
- b) total value of contracts you expect to sign;
- c) in which countries;
- d) how much bonding these contracts will require; and
- e) when these contracts are likely to begin and end.

### What is the value of your outstanding bonding commitments other than those with EDC?

*Please indicate:*

- a) the bonding company or bank; and
- b) what percentage of your bonds is payable on demand.

### What is the projected cash flow of this project?

Please provide an itemized breakdown of revenues and expenses on a monthly or quarterly basis as appropriate, reflective of contract payment terms.

### What is your projected corporate cash flow for the duration of EDC's exposure period?

Please provide an itemized breakdown of the total corporate revenues and expenses on a monthly or quarterly basis as appropriate, reflective of work in progress and other corporate financial obligations.