

Internal Use Only

Date Received: _____ Fee Paid: _____

Received by: _____



REQUEST TO REPLACE AN APPROVED BOND

Fee is \$296.40 per Bond (includes 4% technology fee)

County Code, Chapter 1, Article 5

APPROVED PLAN No.: _____

PROJECT NAME (as listed on the approved bond): _____

Documentation/Information required to process this request:

1. If parcels have been sold, provide a copy of the recorded deed of sale. Provide the deed and page number and a copy of the clerk's receipt.
2. If replacing a subdivision road/performance bond, submit a new *Schedule of Completion for Bonded Improvements* form.
3. **If ownership of the property is in the name of any type of legal entity or organization including, but not limited to the name of a corporation, partnership, limited liability company, trust, association, etc., documents acceptable to the County must be submitted certifying that the person submitting this request has the authority to do so. This information will be used to format the bond agreement.**
4. How will the replacement bond be secured (cashier's check, Letter of Credit, Surety Bond, etc.) _____? This information will be used to format the bond agreement.
5. If this project has delinquent fees, these fees must be paid prior to replacing the bond agreement.

Owner's Name: _____ Date: _____

Signature: _____

In case additional information is required, please provide contact information below.

EMAIL: _____

PHONE NUMBER: _____