

INSURANCE BOND ISSUANCE REQUIREMENTS

1. 2 Passport pictures Directors of the Company
2. Means of Identification (International Passport/National Identity card/Valid Drivers License)
3. Tax Clearance Certificate
4. Letter of Award of Contract
5. Contract Agreement (If applicable)
6. Work Plan/Programme for Contract (If applicable)
7. Offer Letter of Advance Payment Guarantee from the Bank (If applicable)
8. Copy of internal appraisal/credit write-up memo done on customer by Bank (If applicable)
9. Documentary evidence of previous jobs/contracts done by customer in the past (Job Completion Certificates/Reference from Previous Employer)
10. Certificate of Incorporation (Applicable to Limited Liability Coys)
11. Certificate of Registration (Applicable to Enterprises)
12. Memorandum and Articles of Association {Certified true copy}
13. Forms C02 and C07
14. Company's Profile
15. Bank Statement
16. Three {3} years Audited Report of the Company
17. Signed Corporate and Personal Indemnity Agreements (To be given by us-Zenith Insurance)
18. Adequate Collateral

RATES

Advance Payment Guarantee fee:	1%
Bank Guarantee fee:	1%
Credit/Overdraft Facility:	2.5