

LIEN BOND APPLICATION FORM

LIEN BOND APPLICATION FORM					
Date of this Application					
Principal (Full Legal Name)					
Lien Claimant (Full Legal Name)					
Amount of Lien:		Security for Costs:		Required Lien Bond Amount:	
Registry Office Lien filed in and Province					
Registration Date		Registration No.			
Legal Description of Lands (Attach Full Copy of Document General for Lien and executed claim for lien) –					
Principal's Legal Counsel (Law Firm) Dealing with Lien					
Contact Person (Lawyer's Name)				Phone Number	
Reason for Lien: (Add additional page if required. Reference relevant documents including default letters and contract references.)					
PROJECT BOND DETAILS					
Is Project Bonded? (Yes or No)		If so, provide Bond Number and Surety:			
Type of Bonds (if not CCDC Performance and Payment bonds please provide copies):					
Obligee's Name:					
Project Description (including location, City and Province):					
STATUS OF PRINCIPAL'S CONTRACT WITH OBLIGEE (OWNER OR GENERAL CONTRACTOR OR SUBCONTRACTOR (EXCLUDING TAXES))			STATUS OF PRINCIPAL'S DIRECT CONTRACT WITH SUBCONTRACTOR (OR SUB-SUBCONTRACTOR (EXCLUDING TAXES))		
AS AT (INSERT DATE) _____			AS AT (INSERT DATE) _____		
1. Revised Contract Price (Contract Price plus issued change orders)		7. Revised Contract Price (Contract Price plus issued change orders)			
2. Total amount of payments received to date from obligee (without tax)		8. Total amount paid to Subcontractor (without tax)			
3. Statutory Holdback not released (separate other special holdbacks and explain)		9. Statutory Holdback not released (separate other special holdbacks and explain)			
4. Earned to date and certified under contract (on base contract amount and change orders)		10. Earned to date and certified under subcontract (on base contract amount and change orders)			

5. Balance Owing from obligee (Earned to date less holdback less paid) [4-3-2]		11. Balance Owing to subcontractor (Earned to date less holdback less paid) [10-9-8]	
6. Left to Complete {or bill} (Revised contract price less earned to date) [1-4]		12. Left to Complete {or bill} (Revised contract price less earned to date) [7-10]	

1. Has the project reached substantial completion? If so, provide a copy of the substantial completion certificate as advertised. If not substantially complete, provide the estimated completion date for the project.

2. Has the direct subcontractor's scope of work completed? If not, how will it be completed and what is the estimated cost?

3. Are contract funds owed to the Principal being withheld by the obligee (owner or General Contractor) due to liens? If so, how much and particulars of which progress payment applications they are in relation to? (Provide complete copies of the relevant payment applications including accompanying schedules of values)

4. If the lien claimant is not a direct subcontractor or supplier, explain the contractual chain and relationships between all the parties.

5. Provide a breakdown of the lien amount (even if estimated from other information received earlier from the lien claimant prior to registering the lien)

Please supply the following with this application:

- A. Full copy of Document General for Lien and executed claim for lien including affidavit of lien;
- B. If Principal has a performance bond (as noted above) and it is not a CCDC Performance and Payment bonds, please provide copies of the executed bonds;
- C. Certificate of Substantial performance or Total Completion Certificate if project has achieved either;
- D. Subcontract/Purchase order with the subcontractor and any performance security (i.e. Performance bond, letter of credit, etc. from subcontractor);
- E. Last progress billing (including schedule of values) submitted by the subcontractor and all other unpaid billings;
- F. Reconciliation of account to date of the last payment or subcontract payment certificate created by the Principal for the last payment;
- G. All relevant correspondence with the lien claimant relating to the claim for lien including default and termination letters; and,
- H. Summary of the disputed amounts including the principal's and subcontractor's position.

Applicant's Name and Contact for Additional Information

Print Name: _____

Contact Information of Applicant

Phone: _____ Fax: _____ Email: _____