

BONDS CHECKLIST

Applicant Initial:

The dates listed on the bond referring to the date of the plat and the date of the subdivision agreement must match the date of those documents.

The written dollar amount must match the numeric dollar amount.

Signature block must match the owner:

- Individual Owner
- Corporation/Partnership/LLC
- Title of authorized person signing for the Corporation/Partnership/LLC

If the person is signing for a Corporation- the person signing must be an officer (Pres, V-Pres, Secretary or Treasurer) of the corporation.

If the person is signing for an LLC – the person must be either a Member, Manager or Managing Member.

If the person is signing for a Partnership, the person signing must be either a Partner or General Partner.

If the property is held in trust, the trustee or trustees must sign as a Trustee.

The bond must name the state of incorporation of the insurance company, and that it is “authorized to transact business in the Commonwealth of Virginia, as Surety.”

Check the County’s Surety Bond Form and ensure the bond conforms to that document.

The name of the owner/developer on the bond and the subdivision agreement must match.

The power of attorney must be an original