

**General Company Information Form**

PLEASE ANSWER ALL QUESTIONS FULLY

**1. Full Name of Applicant / Company Name:**

Postal Address: _____ _____ _____ _____ Registered Office: _____ _____ _____ _____	Person to Contact: _____ Name: _____ Position: _____ Phone Number: _____ Facsimiles Number: _____ Email Address: _____ Date of Incorporation: _____ Registration Number: _____
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Immediate Holding Company: \_\_\_\_\_

Ultimate Holding Company: \_\_\_\_\_

**2. Business of Applicant (attach brochures if available):**

Approximate Number of Permanent Employees: \_\_\_\_\_

**3. Directors / Partners:**

Full Name & Personal Address	Qualifications	Age	% Shareholding / partnership

Please detail ANY changes in the past year: \_\_\_\_\_

\_\_\_\_\_

**4. Principle Shareholders not being Directors (I.e. 5% or more of Holdings):**

Name: \_\_\_\_\_ %

Name: \_\_\_\_\_ %

Name: \_\_\_\_\_ %

Please detail ANY changes in the past year: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**5. Bankers:**

	(1)	(2)	(3)
Name:			
Address:			
Person to contact:			
Present facility limits:			
Overdraft:			
Term Loan:			
Guarantees:			
Present current account balances:			
How Secured:			
Please enclose copies of the facility letters.			

**6. Please give details of three major contracts / developments undertaken in the recent past which demonstrates the experience of your company:**

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**7. Please enclose the last two years audited accounts and the latest management accounts of your firm, the ultimate holding company and all of all connected firms owned by the same shareholders.**

Has there been a change of financial year end since the last audited accounts?  Yes  No

If so, please state new date and why: \_\_\_\_\_

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**8. Please answer the following by stating whether the applicant:**

- (a) Has ever had its accounts qualified by its auditors:  Yes  No
- (b) Is engaged or involved in any situation which is likely to result in its insolvency or which may cause it to request any postponement of obligations to any party:  Yes  No
- (c) Has made known or whether you are aware of any plans for any changes of the present ownership of the Company or any alteration in its business or the disposal of any of its fixed assets:  Yes  No

If the answer to any of the above questions is YES, please give full details below:

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**9. Previous arrangements with whom have your previous bonds been arranged:**

SURETY	TOTAL VALUE OF BONDS ISSUED €	NO	CURRENT VALUE OF BONDS STILL IN FORCE	NO

**10. Has the Applicant or any Director or Senior Manager thereof either personally or in connection with this or any other firm:**

- (a) ever failed to complete a contract?  Yes  No
- (b) ever had a judgement debt registered?  Yes  No
- (c) ever been bankrupt or in receivership or in liquidation or in administration?  Yes  No
- (d) are there any unresolved or pending legal actions or other disputes in existence?  Yes  No
- (e) have any trade accounts been closed for non-compliance with terms?  Yes  No
- (f) are there any arrears of more than three months in payment of PAYE / NIC / deduction in payments to Sub-Contractors?  Yes  No
- (g) has any Insurance Company or Bank declined to act as Surety on your "behalf"?  Yes  No

If the answer to any of the above questions is YES, please give full details below:

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**11. Declaration:**

I declare that the above statements and particulars are true and that to the best of my knowledge I have not withheld any information which could materially affect this application. I authorise underwriters to contact any source to obtain any information it may require and understand that underwriters reserve the right to decline this application without giving a reason.

**Signed:** \_\_\_\_\_

**Title/Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_