

### PAYMENT BOND CLAIM NOTICE

General Contractor: \_\_\_\_\_  
 By Certified Mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Owner: \_\_\_\_\_  
 By Certified Mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Surety: \_\_\_\_\_  
 By Certified Mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The undersigned \_\_\_\_\_ (“Claimant”) has a contract with \_\_\_\_\_  
 \_\_\_\_\_ (“Customer”) for the supply of \_\_\_\_\_

\_\_\_\_\_ (describe labor and or materials furnished)  
 furnished to the project known as \_\_\_\_\_

\_\_\_\_\_ (describe project)

Customer is now indebted to Claimant in the amount of \$ \_\_\_\_\_. Please accept this as notice of a claim on any payment bond for the referenced project. Please also send a copy of the payment bond to the undersigned and inform us about the status of your accounts with our customer.

Date: \_\_\_\_\_

By: \_\_\_\_\_  
 (Signature)

on behalf of \_\_\_\_\_  
 (Claimant)

Claimant: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone Number: \_\_\_\_\_  
 Fax Number: \_\_\_\_\_