

**COMMUNITY
DEVELOPMENT & HOUSING**

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Sussex County

DELAWARE
sussexcountyde.gov

CONTRACTOR DATA SHEET

Please Print.

Firm Name: _____ Date: _____

Business Address: _____

Business Phone: _____ Business Fax: _____

Contact Email Address: _____

Names and addresses of all owners, partners and, if a corporation, the names of major stockholders and/or officers: _____

Federal I.D. #: _____ Years in Business: _____

List construction experience of each of the principals: _____

Indicate the firm's experience with other publicly funded rehabilitation programs (Include location and number of houses rehabilitated): _____

Business References (i.e., local banks, material suppliers): _____



Names and addresses of at least three recent customers who have had home improvement work done by your firm:

1. _____
2. _____
3. _____

**Note: (1) Copies of the firm's licensing and insurance should accompany this completed Contractor Data Sheet when returned to the Department of Community Development & Housing. (2) Houses bid out by the Department shall not exceed a maximum of \$25,000 per house. (3) Houses are bid out to General Contractors, who then, if applicable, seek subcontractors to assist with the project's completion. (4) The County will not provide up-front funding for the rehabilitation projects. Funds will only be released to Contractor upon completion of work. (5) Lead certificates are required, unless otherwise noted. (6) The department reserves the right to reject any bids, as well as limit the number of projects awarded to bidders based on the scope of work that needs to be completed by the contractors within the 60-day contract period.*

THE UNDERSIGNED CONTRACTOR(S) CERTIFIES that all information given herein is substantially correct and further agrees:

1. That Sussex County's and/or State Business License are current, and the undersigned contractor agrees to maintain in a current status all licenses and insurances as required by its local jurisdiction.
2. That the work will be performed in accordance with the Sussex County Building Code requirement standards, subject to a clear final inspection by the project inspector.
3. That if work performed by the contractor is found to be unsatisfactory by the administering agency, or if contract relations between the contractor, homeowner or other parties are found to be unsatisfactory, that the administering agency may remove the contractor's name from the approved list.
4. That adequate proof of insurance will be provided, with minimum of \$100,000 contractor general liability.
5. That he or she will abide by U.S. Department of Housing and Urban Development regulations pertaining to equal employment opportunity.
6. That work will be done in conformance with all applicable codes and zoning regulations.

Signed: _____

Contractor

Date: _____

Printed: _____

Contractor

Signed: _____

Representative of Sussex County