SURETY BOND ADVISORY CLIENT INTAKE QUESTIONNAIRE:

COURT BONDS ARE TIME-SENSITIVE. An appeal bond generally must be posted to stop collection of a money judgment, and other bonds must be filed before a writ, injunction, or appointment takes effect. Tell us your deadline first — underwriting, collateral, and court approval all take time.

CONFIDENTIAL. A surety bond is a three-party agreement: the Principal (you), the Obligee (the court or agency requiring the bond), and the Surety (the company that underwrites it). This questionnaire gathers what a surety underwriter needs to quote and issue a judicial or fiduciary bond. Syndicate is not a surety and does not issue bonds. If a question does not apply, write "N/A." If unknown, write "Unknown."

NAME OF THE CLIENT (PRINCIPAL):

Client type:

[__] Individual [__] Business / entity

[__] Fiduciary (executor, guardian, trustee, receiver) [__] Lawyer requesting for a client

[__] Full Legal Name / Entity Name: ______________________________

Date of Birth: ____________________ SSN / EIN (last 4): __________ State formed: __________

Address: ______________________________

City: ____________________ County: ______________ State: _____ Zip: _______

Phone: ____________________ Email: ____________________

Syndicate Plan Member ID: ______________ Occupation / business: ______________

Preferred method of contact:

[__] Phone [__] Text [__] Email

PART 1 — TYPE OF BOND NEEDED

Fiduciary & Probate Bonds:

[__] Administrator bond [__] Executor bond

[__] Guardianship bond [__] Conservatorship bond

[__] Curator bond [__] Custodian bond

[__] Bankruptcy trustee bond [__] Receivership bond

[__] V.A. custodian bond [__] V.A. fiduciary bond

Appeal & Stay Bonds:

[__] Appeal bond [__] Supersedeas bond

[__] Stay pending appeal bond [__] Court cost bond

Provisional Remedy Bonds:

[__] Attachment bond (state) [__] Attachment bond (federal)

[__] Injunction bond (state) [__] Injunction bond (federal)

[__] TRO bond (state) [__] TRO bond (federal)

[__] Replevin bond
[__] Counter replevin bond
[__] Garnishment bond
[__] Sequestration bond
[__] Distress for rent bond
[__] Indemnity-to-sheriff bond
[__] Ne exeat bond

Property, Title & Other Bonds:

[__] Lis pendens bond
[__] Release of lis pendens bond
[__] Transfer of lien bond
[__] Lost instrument bond
[__] Immigration bond
[__] Child custody bond
[__] Condemnation bond
[__] Bid protest bond
[__] Petitioning creditor's bond
[__] Not sure — please advise

PART 2 — THE CASE OR APPOINTMENT

2.1 Where:

[__] State court
[__] Federal court
[__] Administrative agency
[__] Not yet filed

2.2 Court / County / District: ______________________________ Case Number: ________________________

Judge / Department: _____________________________________ Judgment or order date: _______________

2.3 Parties (plaintiff v. defendant): ____

2.4 Amount at issue / judgment amount: $ _______________________ Bond amount required: $ __________

Bond amounts are usually set by statute or by the court. For example, a California appeal bond issued by an admitted surety is generally set at one and one-half times the judgment.

2.5 Obligee (who requires the bond): ____

2.6 Date the bond is needed: ______________________________ Hearing / filing deadline: ______________

2.7 Your lawyer (if any) — name, firm, phone: ____

2.8 Does the court or statute require an admitted / Treasury-listed surety? [__] Yes [__] No

PART 3 — FIDUCIARY & PROBATE BONDS

3.1 Estate, ward, or case name: ____________________________________ Date appointed / to be appointed:

____

3.2 Your relationship to the estate or protected person: ____

Estate Value	Amount $
Cash & bank accounts	
Securities / investments	
Real property	
Personal property	
Annual income to the estate	

3.3 Will any assets be placed in a blocked account or under joint control? [__] Yes [__] No

3.4 Are there co-fiduciaries or co-administrators? [__] Yes [__] No

3.5 Are any beneficiaries or family members objecting to your appointment? [__] Yes [__] No

If yes, explain: ______________________________

____

PART 4 — UNDERWRITING INFORMATION

Sureties evaluate the principal's financial strength and credit. Please answer honestly; many bonds can still be written with collateral.

Financial Snapshot	Amount $
Total assets	
Total liabilities	
Net worth	
Liquid assets (cash & marketable securities)	
Annual income	
Home equity	

4.1 Approximate credit score:

[__] Below 600 [__] 600–679 [__] 680–739

[__] 740+ [__] Not sure

4.2 Have you filed bankruptcy in the last 10 years? [__] Yes [__] No

4.3 Are there judgments, tax liens, or collections against you? [__] Yes [__] No

If yes, explain: ______________________________

____

4.4 Have you ever had a bond claim, or been declined or cancelled by a surety? [__] Yes [__] No

If yes, explain: ______________________________

____

4.5 Have you been convicted of a crime involving dishonesty or finances? [__] Yes [__] No

PART 5 — COLLATERAL & INDEMNITY

5.1 Collateral you could provide if required:

[__] Cash / certificate of deposit [__] Irrevocable letter of credit

[__] Real property [__] Securities

[__] None available [__] Not sure

Amount available: $ ______________________________

5.2 Indemnitors (people or companies who will sign to reimburse the surety):

Name	Relationship	Net Worth $	Will Sign?

Indemnitors are personally responsible for repaying the surety if a claim is paid on the bond.

PART 6 — TIMING & DELIVERY

6.1 How soon is the bond needed?

[__] Same day / urgent

[__] Within 2–3 days

[__] Within a week

[__] No fixed deadline

6.2 Delivery:

[__] Original with wet signature & seal

[__] Electronic copy acceptable

[__] Filed directly with the court

6.3 Where should the bond be delivered or filed? ______________________________

6.4 Is a continuation, increase, or replacement of an existing bond needed? [__] Yes [__] No

Existing surety / bond number: ______________________________

ACKNOWLEDGMENTS

Please check each item to confirm you understand.

[__] Syndicate provides surety bond consulting; it is not a surety, insurer, or bond issuer.

[__] Syndicate receives no commissions or referral fees from any surety, issuer, or underwriter.

[__] Underwriting approval, premium, and collateral requirements are decided by the surety, not by Syndicate.

[__] Bond premium is generally earned and non-refundable once the bond is issued.

[__] If the surety pays a claim on the bond, the principal and indemnitors must reimburse it in full.

PART 7 — DOCUMENT CHECKLIST

Please provide copies of the following, if available. Check each item you are including.

[__] Court order requiring the bond

[__] Judgment or order being appealed

[__] Petition / complaint

[__] Letters of appointment (if issued)

[__] Estate inventory or asset list

[__] Personal financial statement

[__] Recent tax returns

[__] Bank / brokerage statements

[__] Prior bond documents

[__] Photo ID

Certification:

I declare that the information provided in this questionnaire is true, correct, and complete to the best of my knowledge, and I understand that the surety will rely on it in deciding whether to issue a bond. I understand this information is provided to Syndicate Subscription Legal Plans in confidence for the purpose of surety bond consulting.

Signed and dated this ____ day of ________________________, 20___

Signature: ____

Print Name: ______________________________

Title (if entity): ______________________________

Please Print and Email to STEVE@STEVEMUELLERLEGAL.COM, or save this document as a PDF and email to STEVE@STEVEMUELLERLEGAL.COM,
Your information will be reviewed within one hour.