





**CITY OF BEAVERTON  
PUBLIC WORKS  
Site Development Division  
P.O. Box 4755  
Beaverton, OR 97076-4755**

## **INSTRUCTIONS FOR COMPLETING A SITE DEVELOPMENT PERMIT MAINTENANCE BOND**

- See back side for sample language.

The Sample Maintenance Bond may be used as follows:

### General Notes:

- Must be on Surety's own Letterhead
- Must have original writing/typing and signatures. No copies allowed.
- Attached signing authority documents, per individual company's standard requirements.

Insert the following items into the language as noted on the form:

- (0) Bond Number from the Surety
  - (1) Name of Principal
  - (2) Surety Name
  - (3) Surety Home State
  - (4) Surety Licensed State
  - (5) Amount of security, in text
  - (6) Amount of security, in numerals
  - (7) Project name and Site Development Permit Number (i.e. SD 2005-0001)
  - (8) Date
- Live Ink Principal Signature and contact information as noted  
Live Ink Surety Signature and contact information as noted.